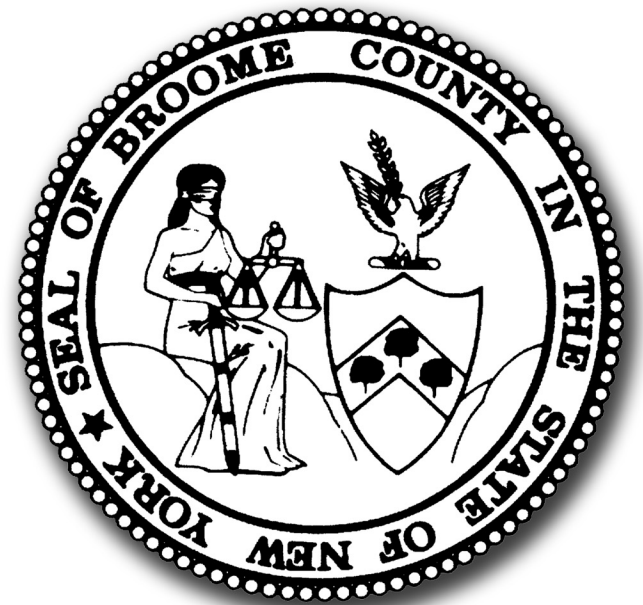


# *Broome County* **BUDGET**

*Adopted*  
**2008**



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# RESOLUTION NO. 07-534 ADOPTING THE BROOME COUNTY BUDGET FOR FISCAL YEAR 2008

RESOLVED, that the tentative budget of the County of Broome, including the County's 2008 Capital Budget, as corrected and amended to \$58,326,387 be and it hereby is adopted as the budget for the County of Broome, for the year commencing January 1, 2008 and ending December 31, 2008 and be it

FURTHER RESOLVED, that any available fund balances that exist on December 31, 2007 in excess of those appropriated for the 2008 budget, as certified by the Commissioner of Finance, be transferred to the Capital Fund to offset and replace borrowing authorization for projects as approved in the Capital Improvement Program. These funds shall be dedicated in the first instance to those projects that most directly effect real property taxes and projects with the shortest period of probable usefulness as set out in Section 11 of the Local Finance Law, and be it

FURTHER RESOLVED, that the Commissioner of Finance and Director of Budget and Research are directed to report to this Legislature and the Comptroller any transfers to the Capital Fund made pursuant to this Resolution, 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 effecting the substance of the budget and that the budget officer is further directed, after making such correction, 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.

COUNTY OF BROOME )  
 ) ss:  
STATE OF NEW YORK )

I, the undersigned, Clerk of the Legislature of the County of Broome, DO HEREBY CERTIFY that the above is an original resolution of such Legislature, duly adopted on the 8th day of November 2007 by a majority of the members elected to the Legislature of said county at a special meeting of said Legislature.

I FURTHER CERTIFY that at the time said resolution was adopted said Legislature was comprised of nineteen members.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Legislature this 5th day of December 2007.

County Executive

Clerk, County Legislature  
County of Broome

Date:

**RESOLUTION NO.07-532 MAKING APPROPRIATIONS FOR THE CONDUCT OF THE  
BROOME COUNTY GOVERNMENT FOR FISCAL YEAR 2008**

WHEREAS, this County Legislature, by an accompanying Resolution 07-532 of 2007, has adopted a budget for fiscal year 2008, 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 2008 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, 2008, and be it

FURTHER RESOLVED, that the fee schedule per the attached Exhibit A 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.

**RESOLUTION NO. 07-533 APPROVING THE 2008-2013 CAPITAL  
IMPROVEMENT PROGRAM**

**Resolved**, that the 2008 Capital Budget and the 2008-2013 Capital Improvement Program as accompanying the tentative budget for 2008, and as corrected and amended is hereby approved and adopted as the 2008 Capital Budget and 2008-2013 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.

## 2007 BROOME COUNTY ADMINISTRATION

### County Executive's Office

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

**County Executive**  
**Deputy County Executive**  
**Executive Assistant**  
**Executive Assistant**  
**Administrative Assistant**  
**Secretary, Deputy County Executive**

### Budget Office

Nathalie N. Maxwell  
Kathleen E. Bevelacqua  
Darlene R. Croston

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

### Elected and Appointed Officials

Mark R. Whalen  
Richard R. Blythe  
Gerald F. Mollen  
David E. Harder  
Eric S. Denk  
Alex J. McLaughlin  
Eugene D. Faughnan, Esq.  
John L. Perticone, Esq.  
James D. Hayes, II, MD  
Timothy T. Jones, MD  
Michael T. McCarville, MD  
John C. Prindle, MD  
Dr. Laurence P. Spraggs

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

### Heads of County Departments and Administrative Units

Carl R. Beardsley  
Kathleen A. Bunnell  
Michelle M. Berry  
Michelle L. Haus  
Henry D. Weissmann  
David L. Cody  
Darcy M. Fauci  
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. Saxton

**Commissioner, Aviation**  
**Director, Office for Aging**  
**Director, CASA**  
**Director, Central Food**  
**Commissioner, Public Works**  
**Director, Parks & Recreation**  
**Director, Economic Development**  
**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**  
**Acting Commissioner, Public Transportation**  
**Coordinator, BC STOP-DWI**  
**Director, Veterans' Services**  
**Administrator, Willow Point Nursing Home**  
**Executive Director, Youth Bureau**

## 2007 COUNTY LEGISLATURE

### LEGISLATORS

District 1	Mark R. Whalen	District 11	Ronald J. Keibel
District 2	Timothy P. Cleary	District 12	Chris J. Kuzel
District 3	Jason T. Garnar	District 13	Daniel A. Schofield
District 4	Joseph S. Sanfilippo	District 14	Richard A. Materese
District 5	John F. Hutchings	District 15	Gene E. LaBare
District 6	Thomas A. Hull	District 16	John A. Black
District 7	Arthur J. Shafer	District 17	Suzann W. Buchta
District 8	Wayne L. Howard	District 18	Brian K. Mather
District 9	Stephen D. Herz	District 19	Daniel D. Reynolds
District 10	Jerry F. Marinich		

### STAFF

Eric S. Denk  
**Clerk of the Legislature**

Nancy S. Herko  
**Deputy Clerk**

Carol L. Hall  
**Second Deputy Clerk**

Christopher H. Marion  
**Legislative Assistant**

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## **BUDGET MESSAGE**

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## **2008 Budget Message**

Good evening, Chairman Mark Whalen, lawmakers, department heads, members of the public and the media.

I am not going to start by waxing philosophically about where we are, where we are heading and where we have been. Instead I am going to get to the cold hard facts of our fiscal situation.

It is not a pretty picture and some terrible decisions have been made by previous legislative bodies that have put Broome County in the difficult financial situation it is in today.

We, however, are managing the problem and will continue to manage the problem. I made a promise to the people of Broome County when I was elected. I promised that my leadership would provide sound fiscal management with no dramatic or unexpected ups and downs. Without fail, my administration has been steadfast and delivered on this most important of campaign promises.

My 2008 budget calls for a 4.925% tax rate increase. Incredibly, the increase in spending has been held to less than a quarter of a percent. Our revenues have increased 2.35%.

Had decisions of the past gone a different way, I could have been standing here tonight telling you that taxes would not be increasing at all.

## **Reformulated Sales Tax Impact**

In 2006, the previous legislature, under different leadership, gave back to our local towns and villages what amounts to nearly \$2 million a year. So far that amount has accumulated to approximately \$4 million. That means our towns and villages are getting that much more and Broome County is getting that much less.

With a sales tax distribution formula in 2005 and 2006 of 47.5% going to municipalities, and 52.5% going to Broome County, 66% of the local municipalities have seen an increase in their general fund balance or surplus and 83% have seen an increase in revenues. This does not include the additional revenues that these municipalities have received since the formula was changed again to 50-50 starting in January of 2007.

The County's appropriated fund balance, meanwhile, has experienced a 54% reduction going from \$13.8 million in 2005 to \$6.4 million in 2006, a negative change of \$7.4 million.

This reduced fund balance would have been more acceptable if localities had passed the extra sales tax revenue to the taxpayers or if local leaders were taking steps to reduce the number of municipalities in Broome County. I keep waiting for more towns and villages to take those steps. So far I am a little disappointed.

### **Medicaid Update**

This sales tax giveback was approved by the previous legislative body under the guise that Broome County's Medicaid problem was fixed and Broome County no longer needed these funds. Once again let me reiterate, Broome County's Medicaid problem is far from fixed.

Somehow Medicaid has become the \$34 million elephant in the budget that some are willing to ignore. The Medicaid cap is the equivalent of placing a bandage on a deep wound. It slows the bleeding, however, without additional treatment the wound continues to bleed and there is the possibility of it becoming much worse.

What does the Medicaid soft cap mean to Broome County? It means that the Medicaid burden this year for our local property tax payers is \$34.6 million. We are guaranteed to see 3% increases for the rest of our lives or until the state decides to handle the Medicaid burden differently. I plan to continue to fight to get the State to take this burden off of the backs of Broome County taxpayers.

For anyone to say that Medicaid is fixed is not only incorrect, it is irresponsible and it is a dangerous message to send to Albany.

Again, Medicaid is not fixed!

### **Sales Tax Impact**

Within the last two years, Broome County also eliminated the sales tax on clothing and footwear up to \$110. I promoted this legislation in 2005 and am still very supportive of it because I feel it is important for our residents to get relief when purchasing basic items like clothing. Although, this had an impact on our current bottom line, this was one decision that I am glad that most legislators saw the benefits and approved the tax break, leaving this money in residents' pockets.

### **2008 Budget Challenges**

Even after losing 54% of our appropriated fund balance, and in the face of unfunded state mandates like Medicaid and the Help America Vote Act, we have still been able to keep the tax rate to an amazing 4.925%. Yet this number does not tell the full story.

Lawmakers and our residents need to understand that this has been an extremely difficult process. Before the budget cycle began we knew we were facing an uphill battle. Early predictions on the property tax increase ranged between 8% and 12%. That was unacceptable. I want to thank Budget Director Nathaalie Maxwell for all of her hard work and due diligence. She has poured many hours into this document you will be receiving today. Thank you, Nathaalie. I also want to thank her budget staff, Kathy Bevelacqua and Darlene Croston.

While I give Nathaalie a lot of the credit for bringing this all together, I also have to express my tremendous appreciation for our department heads and all of the work and creative effort they put into crafting their own budgets. They and their staffs work hard every year on this process but this year especially they were given a tough mark to reach. They embraced the challenge and reached it.

It was not done easily and the cuts are not going to be painless. But all of us, from the front line workers, to department heads, to the administrative staff, and this legislature, we all have a duty to provide quality services while holding the line on taxes. We have done both with this budget.

### **Healthcare Costs #1**

Healthcare continues to be a major challenge for all of us. As we reported last year, healthcare costs have now surpassed Medicaid as the largest burden on our finances. We have been aggressively working on strategies to contain these costs and those efforts are ongoing.

I want to thank the members of the legislature that have supported our efforts to reconfigure the healthcare plans offered to our employees and retirees.

This year, with your help, we were able to begin the process of offering our employees cheaper alternatives. The options are not only more affordable for the employee but they will eventually lessen the burden on the taxpayer. These are the

types of progressive alternatives that the County must undertake in order to create our own solutions.

Also, because of GASB 45, our future health care costs are no longer a nebulous number. We are now required to show how the post employment benefits that we are promising today will affect the future residents of this County financially. Although we are not required to fund this future liability, we need to understand what those liabilities are and come up with a plan of action.

All of our county employees deserve to be paid a fair wage and provided reasonable benefits. However, now we have to move forward, not just with the knowledge that we are going to provide these benefits but also with the challenge of figuring out how we are going to pay for these benefits.

This challenge is far from over but I ask this legislature to continue working with us on options that make healthcare more affordable for both the County taxpayers and our employees.

Skyrocketing healthcare costs are nothing new. The issue has been percolating for years. Therefore when we took office in 2005, we were shocked to learn that the past administration and legislature had deliberately budgeted a nominal 2% increase in health insurance costs in the 2005 budget. Because the budget line was under funded we have been forced to make up that deficit ever since.

The previous administration, with the support of the legislative body, chose to budget numbers that reflected only a small

increase in health insurance costs in spite of the over abundance of information available at the time. This was during a time that the industry was predicting more than 10% increases across the board.

When those in charge play these types of games with the County's finances, they are making one of two statements; either they do not understand the budget and general economic conditions or they could care less about the impact on the taxpayers.

Health insurance costs have increased dramatically in the last five years. This is no secret. In 2004, every insurance, personnel and human resources department in the public and private sector expected large increases in healthcare costs. That is every one except Broome County.

If those previously in charge of budgeting for healthcare had the foresight to consider the trends at the time, the increases would not have been so drastic and we would not have had to dig ourselves out of a health insurance deficit.

So yes, the health insurance budget has increased during this administration but this administration under my leadership has also taken bold steps to try to contain those costs. What we did not do is stick our heads in the sand, under fund the budget lines and then cross our fingers and hope for the best.

In addition to reconfiguring the current healthcare options provided county employees, under my leadership, we have also researched the option of joining a healthcare consortium with

school districts. We have researched the option of creating a municipal cooperative health care benefits plan. We are researching the possibility of no longer being a self insured county and instead going with the New York State Health Insurance Program. Nothing is definite, but believe me we are doing our homework and we will continue to do our research until we find the best option for our employees and our taxpayers.

### **Personnel**

The employees of this County are committed public servants who work to ensure a better quality of life for all of our residents. I am thankful for their years of service and I am sure that our residents are thankful for the work that they do.

For this reason it is difficult to ask department heads to reduce the amount of staff that they utilize to provide services. However, the County's financial condition made this a reality during this budget process. The 2008 budget contains a reduction of 73 full time equivalent positions for a savings of more than \$3.5 million to our local property taxpayers. 64 of these positions were removed from our operating budget and placed under the Medicaid Cap Grant.

The 2008 budget includes the addition of 3 positions. Two require minimal or no taxpayer support. We are also proposing one upgrade for a physical therapist at Willow Point Nursing Home to enhance the services that we are currently providing while obtaining a higher reimbursement from the State.

I had decided to freeze the salaries of my appointed department heads when I took office in 2005. To date that decision has saved our taxpayers more than \$150 thousand and by the end of 2008 they will have saved more than \$200 thousand. I know that this has been difficult for our department heads to endure as costs continue to rise each year. However, I feel that it was the right decision to make when facing the rising property tax problem in Broome County.

I also made the difficult decision to legally pursue the former Broome County employees who were inappropriately provided thousands of dollars in sick time pay that they were not entitled to receive.

State Supreme Court Judge Patrick Monserrate agreed with our position and ordered the former employees to repay the money. I feel badly for these employees because they were caught in the middle of a bad policy decision. However, this was the right thing to do for the taxpayers of Broome County.

So far we have received more than \$200 thousand dollars back into county coffers because of our efforts in this matter. There is still an appeal pending but we feel optimistic about the outcome.

### **Sheriff's Office Budget/Study**

The County continues to face difficult personnel issues. Overtime persists in being a huge problem within the Sheriff's 2 departments; highway patrol and corrections. Last year we set aside funding to complete a study of the Sheriff's

operations in order to come up with some solutions to the numerous personnel, capital and operating problems that the Sheriff faces.

I am pleased that a majority of the members of this legislature saw the importance of analyzing the operations of the Sheriff's Office. The study will get underway soon. Unfortunately, it cannot help us in this budget process.

We are facing tremendous financial challenges across the board but the Sheriff's Budget is particularly daunting. For example, every year we increase the Sheriff's overtime appropriations and every year, without fail, those appropriations are exceeded. The proposed study may seem costly to some, however, the repercussions of not completing and implementing the recommendations of this study are even more costly.

The Sheriff has stated that only the Department of Criminal Justice Services and other state agencies can determine how to best manage personnel in our jails. This is just not true. DCJS only stipulates the minimum amount of personnel needed to work in the jail but they do not study how to manage those employees to achieve maximum efficiency. Additionally they do not study independent appropriations such as overtime and they do not make recommendations for remediation.

The study I asked for and this legislature approved, is not about sacrificing public safety. It is about achieving public safety without breaking the public bank.

Since 1998 the Sheriff has exceeded his overtime budget by more than \$3 million. Just so our taxpayers can understand, this amount of overtime alone represents a 6% increase in the property tax rate over that period of time.

It is my sincere belief that our taxpayers are appreciative that we are spending a little money to get a good handle on whether or not this operation is being managed to the best of our ability.

Furthermore, let me state that if the recommendations put forth by this study are not put into practice and we never see the benefits, then it will be the fault of management and not the study.

I acknowledge that the Sheriff is not supportive of this study but I am hopeful we can move forward, work together and put our full efforts behind helping these consultants help us. We must find ways to provide first rate law enforcement and corrections while containing skyrocketing costs.

### **Broome Community College**

I am a graduate of Broome Community College and for this reason and many others, I strongly believe this community college, *our* community college is a “jewel” of our community. This year, for the first time in my tenure, BCC’s funding was held stagnant. The County’s contribution to BCC had been increased by 3% each year in both 2006 and 2007. My office would have liked to increase the County’s contribution again

this year; however, we just did not have the fiscal resources to do so.

This is why I am committed to assisting the college in working on the recommendations of the new master plan, a master plan that was made possible through funding that this administration provided. This plan includes multiple strategies for renovating the campus and implementing changes to create a better learning environment for the students, better classroom space for the professors, and better office space for administrators.

What the new master plan does not include are plans for a communications and technology building. More importantly the new master plan places no emphasis on the curriculum that was the cornerstone of the initially proposed \$40 million project. This is the technology building that some members of this legislature had been fighting for, for two years. The same building that I suggested we hold off on a decision until the new master plan was completed.

Thankfully, because of my strong disbelief in the necessity of this project and the courageous resolve of this current legislative body, we avoided committing millions of dollars which would have meant a nearly \$800 thousand dollar a year tax increase, every year, for 3 decades. I know that our taxpayers are ecstatic that we did not make that commitment.

In order to help Broome Community College move forward, I am recommending more than \$1 million in capital improvements for BCC in the 2008 budget. We are also reviewing how we can bring the new master plan to fruition.

While I am committed to improving BCC I am opposed to blindly funding projects that have no proven benefit to the campus or the community.

I have made a commitment to our taxpayers that I will consider all projects and prioritize them not only on importance and community benefit but also cost.

I am currently working with the community college and Senator Libous' office to try to bring some of the college's arts and music programs to the Downtown Binghamton area. What better way to educate these students than to immerse them in the arts community?

In addition to providing a better learning environment, it will provide another economic benefit for the downtown community.

We would like to take the first steps towards studying available space in the downtown area to find the best fit for the curriculum. Today I am providing lawmakers with a resolution to fund the feasibility study of a downtown satellite program for BCC. I am excited about the prospects of this initiative and look forward to it becoming a reality.

### **Capital Improvement Program**

When I took office the County did not have a clear plan for financing the capital improvements that support and improve our infrastructure. Today we have capped our annual taxpayer supported debt at \$1 million and we are making sure that we

only approve projects that will fit within that boundary. This means that we have to delay and flat out deny some projects regardless of how worthy they are. For instance, we have decided not to fund any new cars in the County's fleet in 2008.

One of the capital projects that I am especially elated to see come to fruition is the George Harvey Justice Building rehabilitation. I am so proud every time I travel to the office and I see the work in progress at the Harvey Justice building. I am proud for a number of reasons.

I am most proud because we will soon be able to remove the County from the list of dilapidated property owners in the downtown area.

Secondly, when this building is completed we will eventually be able to save taxpayers more than \$500 thousand annually while providing a safe, consolidated and more efficient working space for three of our County departments; the District Attorney's Office, the Public Defender's Office and Probation.

And third, it would be a true memorial to the man for whom this building was named. George Harvey took such great pride in the building's appearance for all of his years of service. I know that soon we will all be able to take pride in this building once again.

Had the previous legislature been successful in their efforts to split the tobacco funds between the justice building and communications building, we would have taken a "\$17 million

tobacco settlement and turned it into a \$12 million, 30 year tax increase” as so eloquently stated by one concerned resident.

We would have been forced to bond for approximately \$12 million for both George Harvey and a communications building, which is no longer in the master plan. It would have been incredibly irresponsible and hypocritical for us to give away millions in sales tax revenue to then turn this \$17 million surplus into an immediate \$12 million deficit.

### **Contract Agencies**

We have had to make some difficult decisions regarding our contract agencies. 5 of the 11 contract agencies that received county funding this year have been eliminated from the operating budget. The remaining contract agencies have all been reduced to a rate that reflects the current financial needs of the County.

Our waning financial resources required us to either make these tough cuts or increase the property tax rate. As a fiscally conservative County Executive, it is never my choice to increase property taxes. I would much rather reduce spending and control costs instead.

All of our contract agencies provide services that increase the quality of life for all Broome County residents. I think that it is important for government to support them. The question now becomes, which form of government and at what level.

The County is receiving less revenue since previous legislators changed the sales tax distribution formula and as a result the City, Towns and Villages are receiving more funding. The contract agencies are used by all of our residents and benefit most everyone. I strongly urge them to seek funding from all of our municipalities. I also strongly urge the municipalities to assist the contract agencies using some of the additional sales tax revenue that they have received.

### **Hotel/Motel Funding**

Recently lawmakers approved the increase in the hotel/motel occupancy tax from 3% to 5%. I want to thank you for that support. This community has desperately needed sustainable funding for marketing and brownfield redevelopment.

No tax increase is a good increase but this one we felt would have the least impact on our local property taxpayers and the benefits to the community outweigh the negatives.

The additional 2% increase is expected to bring nearly \$550-thousand dollars into Broome County coffers. For 2008 I am proposing we spend that money in the following manner:

- \$100,000 for Greater Binghamton Coalition support. This takes that amount out of our budget and off the backs of our local property taxpayers and allows us to continue our aggressive economic development strategies with our economic development and private sector partners.

- I have offered \$50 thousand dollars to Mayor Pulse of Endicott to assist with the local portion of cleanup costs for the Endicott Forging Site if the village is successful in receiving Restore NY funds for the cleanup of this terrible eyesore in our community.
- \$100 thousand is being given to our Convention and Visitors Bureau to assist them with marketing our region for tourism, trade shows, conventions and regional sporting events. This amount will allow their spending levels to remain somewhat the same levels as this year.
- \$175 thousand is going to be used to begin a study of the Brandywine Corridor area. This area is another major eyesore in our community and it happens to be a major gateway into our community. We have been waiting 2 years for a state grant to fund this study and we cannot afford to wait any longer.
- The remainder, nearly \$125 thousand will be used for additional marketing for our region. Much of that marketing will be targeted at specific industries that we hope to attract to our region.

We have many challenges in our community but we also have many positive assets and we need to start telling people about those assets. Other communities are outspending us in marketing, their regions and getting results. We believe we can have an impact with the marketing dollars generated by increasing the hotel/motel occupancy tax.

## Conclusion

These are difficult financial times. Our taxpayers do not need me to stand here and say that, they live it every day. However, some county and municipal leaders think it is okay to continue business as usual.

This administration will not continue business as usual. That is why under my leadership, this administration has pushed consolidation so strongly.

We are a community based on outdated boundaries and municipal structures. We must as Governor Spitzer has said, “....consolidate New York’s multiple layers of local government – those 4,200 taxing jurisdictions that cost taxpayers millions each year in duplicative services and stand as yet another impediment to change.”

Also quoting our Governor, this situation along with others has created a “...perfect storm of un-affordability,” for our residents.

The Governor has appointed a Commission on Local Government Efficiency and Competitiveness and I am delighted to announce that just last week in Albany, Broome County had seven initiatives before the commission and all seven were included in the state’s list of projects to assist.

I also want to take a moment to congratulate the residents in Johnson City who took the call for civic engagement seriously and recently won a court decision upholding their dissolution

petitions. I also want to recognize leaders in Windsor who are taking it upon themselves to study the issue of dissolving the Village into the Town.

From the beginning of this process, we have not advocated dissolution but we have advocated communities using their resources to study different ways of aligning local government entities and providing services. It is unfortunate that the Village of Johnson City did not simply pursue the study independent of the petition process but we are happy that the process will move forward.

Continuing to turn more money over to our local governments in the form of sales tax dollars is not the right way to go and is not helping the consolidation movement. We need to be advocating consolidation and we need to be bringing our communities together instead of encouraging them to build stronger walls of isolation.

I look forward to continuing to work with New York State on ways to promote consolidation and I look forward to working with this legislature and our municipal leaders on ways to join forces, cut costs and still provide first rate services. I prefer to take the lead on this issue instead of letting others show us the way. I have pushed the consolidation issue in Broome County since taking office and it will continue to be a major priority under my leadership.

The budget that I am presenting today encompasses my strategic approach to creating a fiscally sound and stable county. I look forward to working with all of our lawmakers

on this budget and the number of initiatives outlined here today. We can make this a better place to live and work if we put our differences aside and work together on a budget that continues to provide quality services without resorting to costly tax increases.

Thank you!

**SCHEDULE  
SUMMARY BY FUNDS  
2006 - 2008**

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

SUBFUND	ESTIMATED APPROPRIATIONS	ESTIMATED REVENUES	APPROPRIATED FUND BALANCE	2008 REQUIRED TAX SUPPORT
<b>General Fund</b>				
GENERAL	\$ 108,865,557	\$ 115,058,907	\$ 6,410,692	\$ (12,604,042)
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	\$ 2,115,053	\$ 172,604	\$ 6,927,371
VETERANS' ARENA	\$1,522,352	\$674,753	\$ 28,600	\$ 818,999
GOLF	\$824,990	\$ 850,000	\$ -	\$ -
TOTALS	\$ 329,263,193	\$ 264,613,475	\$ 7,210,739	\$ 57,865,319
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	\$ 1,179,046	\$ 6,547,982	\$ (8,534,155)	\$ 3,025,044
Percentage Diff	0.36%	2.54%	-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	\$8,324,508,047	\$1,031,991,797	14.151%
Taxable Values	\$3,623,898,760	\$3,642,231,541	\$18,332,781	0.506%
Full Value Tax Rate	\$7.58	\$7.01	-\$0.58	-7.605%
Taxable Value Tax Rate	\$15.26	\$16.01	\$0.75	4.939%

**SCHEDULE 1**  
**2008 Recommended Budget**

SUBFUND	ESTIMATED APPROPRIATIONS	ESTIMATED REVENUES	APPROPRIATED FUND BALANCE	2008 REQUIRED TAX SUPPORT
<b>General Fund</b>				
GENERAL	\$ 108,831,878	\$ 115,020,579	\$ 6,410,692	\$ (12,599,393)
SOCIAL SERVICES	\$ 103,605,973	\$ 46,953,931	\$ -	\$ 56,652,042
<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	\$ 9,239,028	\$ 2,115,053	\$ 172,604	\$ 6,951,371
VETERANS' ARENA	\$ 1,510,994	\$ 668,753	\$ 28,600	\$ 813,641
GOLF	\$ 827,490	\$ 850,000	\$ -	\$ -
<b>TOTALS</b>	<b>\$329,128,744</b>	<b>\$264,475,297</b>	<b>\$7,210,739</b>	<b>57,866,548</b>
Reserve Uncoll Taxes				461,068
Total Tax Levy				58,327,616
<b>2007 Totals</b>	<b>\$328,084,147</b>	<b>\$258,065,493</b>	<b>\$15,744,894</b>	<b>55,301,343</b>
Difference	\$1,044,597	\$6,409,804	-\$8,534,155	3,026,273
Percentage Diff	0.32%	2.48%	-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%

	<u>2007</u>	<u>2008</u>	<u>Difference</u>	<u>% Difference</u>
Full Values	\$7,292,516,250	\$8,326,561,651	\$1,034,045,401	14.180%
Taxable Values	\$3,623,898,760	\$3,642,795,622	\$18,896,862	0.521%
Full Value Tax Rate	\$7.58	<b>\$7.01</b>	-\$0.58	<b>-7.626%</b>
Taxable Value Tax Rate	\$15.26	<b>\$16.01</b>	\$0.75	<b>4.925%</b>

**SCHEDULE 1**  
**2007 Adopted Budget**

SUBFUND	TOTAL APPROPRIATIONS *	ESTIMATED REVENUES *	APPROPRIATED FUND BALANCE	2007	
				REQUIRED TAX SUPPORT	TRANSFERS
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	\$3,182,214
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	\$10,626,980
<b>TOTALS</b>	<b>\$328,084,147</b>	<b>\$258,065,493</b>	<b>\$15,967,311</b>	<b>54,051,343</b>	<b>\$13,809,194</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	\$7.54	-\$0.08	-1.008%
Taxable Value Tax Rate	\$14.79	\$15.26	\$0.47	3.169%

<u>Dollar Amount</u>	<u>% in Property Tax</u>
\$10,000	0.02%
\$100,000	0.18%
\$1,000,000	1.81%

**SCHEDULE 1**  
**2006 Adopted Budget**

SUBFUND	TOTAL APPROPRIATIONS *	ESTIMATED REVENUES *	APPROPRIATED FUND BALANCE	2006 REQUIRED TAX SUPPORT
GENERAL	\$104,912,010	\$108,490,960	\$12,319,658	(\$15,898,608)
SOCIAL SERVICES	\$103,597,509	\$47,454,094	\$1,577,993	\$54,565,422
AVIATION	\$3,498,946	\$3,506,190	(\$7,244)	
PUBLIC TRANSPORTATION	\$9,440,597	\$6,962,473	\$429,400	\$2,048,724
SOLID WASTE MANAGEMENT	\$8,910,053	\$8,432,872	\$477,181	
WILLOW POINT NURSING HOME	\$26,997,574	\$24,950,544	\$0	\$2,047,030
CENTRAL FOOD & NUTRITION	\$4,098,277	\$4,021,681	\$76,596	
FLEET MANAGEMENT	\$845,911	\$1,147,884	(\$301,973)	
HEALTH INSURANCE	\$28,744,284	\$28,750,784	(\$6,500)	
RISK MANAGEMENT	\$2,800,933	\$2,800,933	\$0	
WORKERS' COMPENSATION	\$3,287,978	\$3,313,978	(\$26,000)	
COUNTY LIBRARY	\$2,461,999	\$751,882	\$83,073	\$1,627,044
ROAD MACHINERY	\$1,879,761	\$11,000	\$4,444	\$1,864,317
COUNTY ROAD	\$7,461,411	\$1,908,079	\$93,632	\$5,459,700
VETERANS' ARENA	\$1,363,014	\$524,128	\$24,634	\$814,252
GOLF	\$908,852	\$908,852		\$0
TOTALS	\$311,209,109	\$243,936,334	\$14,744,894	\$52,527,881
Reserve Uncoll Taxes				\$750,000
Total Tax Levy				\$53,277,881
2005 Totals	\$304,125,109	\$233,994,404	\$19,717,646	\$51,263,059
Difference	\$7,084,000	\$9,941,930	-\$4,972,752	\$2,014,822
Percentage Diff	2.33%	4.25%	-25.22%	

	2005	2006	Difference	% Difference
Full Values	6,881,018,894	6,998,440,377	\$117,421,483	1.706%
Taxable Values	3,587,631,316	3,601,928,784	\$14,297,468	0.399%
Full Value Tax Rate	7.45	7.61	\$0.16	2.187%
Taxable Value Tax Rate	14.29	14.79	\$0.50	3.518%

## **OPERATING BUDGET**

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## GENERAL GOVERNMENT

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>	<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
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Legislature	30	Information Services	103
Clerk of the Legislature	34	Communication Services	110
		Telecommunications Services	114
Executive		Law	
Executive	38	Law	119
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Audit & Control		Administration	143
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Weights & Measures	73	Building & Grounds	152
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		Risk Management	179
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# LEGISLATURE

LEGISLATORS (19)  
(Elected)

Chairman  
Board of Acquisition & Contract  
Capital Program Advisory Committee

## LEGISLATIVE BOARD

- COMMITTEES
  - County Administration
  - Economic Development & Planning
  - Education, Culture & Recreation
  - Finance
  - Health & Human Services
  - Personnel
  - Public Safety & Emergency Services
  - Public Works
  - Transportation & 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 guides 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 \$2,500.

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

#### **2008 OBJECTIVES**

- Carefully scrutinize all county spending with the specific goal of controlling property taxes.
- Work to create an atmosphere that will promote economic development
- Work to improve the quality of life for residents of Broome County.
- Expand the research capabilities of the Legislative Assistant through the use of student interns.

#### **2008 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	59,919	56,973	16,927	56,973	56,973	56,973
1500	SALARIES PART-TIME	245,000	245,000	159,579	245,000	245,000	245,000
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	304,919	301,973	176,506	301,973	301,973	301,973
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4461	MILEAGE AND PARKING-LOCAL	3,324	4,000	970	4,000	4,000	4,000
4462	TRAVEL HOTEL AND MEALS	8,188	8,500	5,098	8,500	8,500	7,000
4463	EDUCATION AND TRAINING	2,010	2,500	1,610	3,070	3,070	2,570
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	13,522	15,000	7,678	15,570	15,570	13,570
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	32,315	19,882	13,358	18,954	18,954	18,954
8030	SOCIAL SECURITY	20,987	23,096	12,560	23,096	23,096	23,096
8040	WORKERS COMPENSATION	2,860		2,318			
8050	LIFE INSURANCE	384	480	250	504	504	504
8060	HEALTH INSURANCE	174,566	214,704	112,195	135,548	135,548	135,548
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	231,112	258,162	140,681	178,102	178,102	178,102
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	549,553	575,135	324,865	495,645	495,645	493,645
		-----	-----	-----	-----	-----	-----
DIVISION 24	SUBTOTAL	-549,553	-575,135	-324,865	-495,645	-495,645	-493,645

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

**MISSION STATEMENT**

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

**DESCRIPTION**

This office provides recordings of all regular sessions of the Legislature and committee meetings; drafts and distributes all legislation to appropriate committees; processes, certifies, and disseminates all legislation; prepares and records 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 (1300 copies) the Guide to County, City, Town and Village Officials.

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

**2008 OBJECTIVES**

- Continue to make the business of the Legislature accessible to department heads and to the public through the use of the internet and other technologies.
- Enhance the capabilities of the office through the use of student interns.

**2008 BUDGET HIGHLIGHTS**

- Restricting expenses.

24 0028 LEGISLATURE/Clerk of the Legislature

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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	<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:24 LEGISLATIVE BOARD  
DIVISION :25 CLERK, LEGISLATIVE BOARD

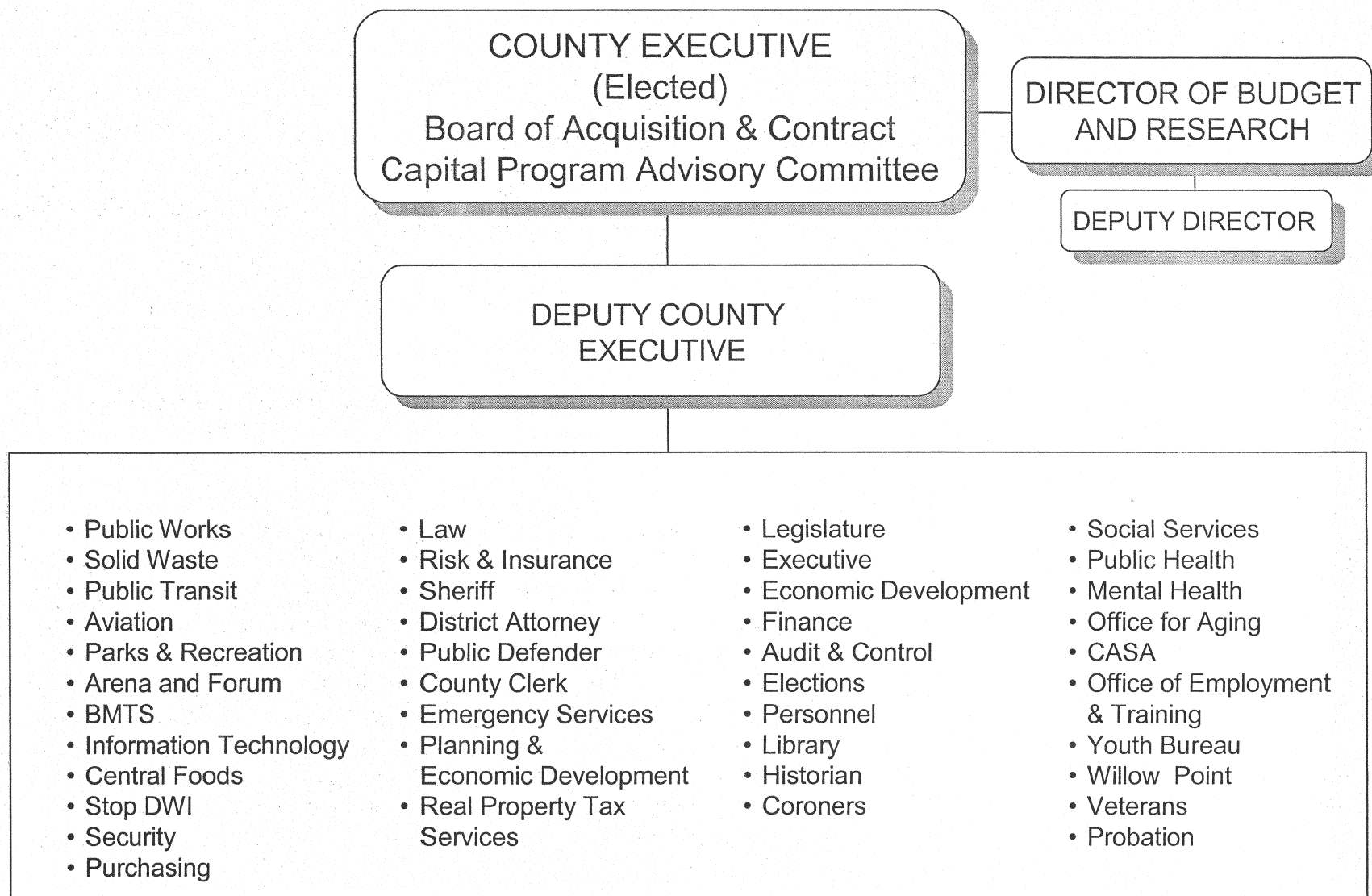
SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0207	MINOR SALES OTHER	1,717	1,500	834	500	500	500
CHARACTER 06 SUBTOTAL		1,717	1,500	834	500	500	500
TYPE R SUBTOTAL		1,717	1,500	834	500	500	500
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	152,410	150,086	90,790	150,086	150,086	150,086
1600	SALARIES TEMPORARY	8,750	14,731	10,181	10,140	10,140	10,140
CHARACTER 10 SUBTOTAL		161,160	164,817	100,971	160,226	160,226	160,226
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	187	500	190	500	500	500
4318	DUPLICATING AND PRINTING RM SUPPLIE	95	100	95	100	100	100
4319	OFFICE SUPPLIES	1,240	1,400	572	1,400	1,400	1,400
4347	GAS OIL GREASE AND DIESEL FUEL		50		50	50	50
4359	COMPUTER SOFTWARE AND SUPPLIES	1,075	1,400	228	3,090	3,090	3,090
4411	POSTAGE AND FREIGHT		100		100	100	100
4418	DUES AND MEMBERSHIPS	135	135	285	285	285	285
4419	GENERAL OFFICE EXPENSES	2,040	2,800	1,144	2,400	2,400	2,400
4442	PHOTOGRAPHIC EXPENSES		100	161	100	100	100
4448	ADVERTISING AND PROMOTION EXPENSES	1,770	2,000	2,125	2,000	2,000	2,000
4462	TRAVEL HOTEL AND MEALS		200		200	200	200
4463	EDUCATION AND TRAINING		200	549	1,030	1,030	1,030
4518	COPYING MACHINE RENTALS	756	2,607	1,738	2,685	2,685	2,685
4739	STENOGRAPHIC SERVICES	353	500		500	500	500
4747	OTHER FEES FOR SERVICES	1,246	3,500	2,610	3,500	3,500	3,500
CHARACTER 40 SUBTOTAL		8,897	15,592	9,697	17,940	17,940	17,940

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	905	677	545	702	702	702
CHARACTER 41	SUBTOTAL	905	677	545	702	702	702
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,797					
CHARACTER 60	SUBTOTAL	1,797					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	54					
CHARACTER 70	SUBTOTAL	54					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	16,185	15,746	6,839	14,336	14,336	14,336
8030	SOCIAL SECURITY	11,944	11,482	7,561	12,318	12,318	12,318
8040	WORKERS COMPENSATION	953	4,121	773	3,756	3,756	3,756
8050	LIFE INSURANCE	56	72	38	72	72	72
8060	HEALTH INSURANCE	27,926	24,946	21,600	34,996	34,996	34,996
CHARACTER 80	SUBTOTAL	57,064	56,367	36,811	65,478	65,478	65,478
TYPE X	SUBTOTAL	229,877	237,453	148,024	244,346	244,346	244,346
DIVISION 25	SUBTOTAL	-228,160	-235,953	-147,190	-243,846	-243,846	-243,846
DEPARTMENT 24	SUBTOTAL	-777,713	-811,088	-472,055	-739,491	-739,491	-737,491

# EXECUTIVE



## **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, which expires December 31, 2008.

The 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 Executive Office is responsible for communicating information regarding County Government services, programs, activities and public policy to the employees, the 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 unit. In addition, the County Executive appoints members to County Boards and Commissions.

### **2008 OBJECTIVES**

- To work closely with New York State and all of our partner agencies to spur economic development and help create new and better paying jobs.
- In order to spur economic development, the Executive's Office will continue to work for lower property taxes by continuing to pursue more efficient operations within Broome County Government by:
  - Continuing to enforce strict spending guidelines for all county departments
  - Strongly advocate for additional consolidation/shared service opportunities
  - Closely monitor all capital projects ensuring completion and quality
  - Continue to push for improved efficiencies in all departments to better performance and reduce expenditures
- Continue to create and push strategies that better market the Greater Binghamton area

## 23 0037 EXECUTIVE

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
County Executive	Elected	1	1	1	1	1
Deputy County Executive	K Admin	1	1	1	1	1
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 (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>9</b>	<b>9</b>	<b>9</b>	<b>9</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>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0558	INDIRECT COSTS CHARGEBACK	1,254,796	1,000,000		1,313,000	1,313,000	1,313,000
CHARACTER 02	SUBTOTAL	1,254,796	1,000,000		1,313,000	1,313,000	1,313,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0229	TRANSFER FROM INSURANCE RESERVE			740			
CHARACTER 07	SUBTOTAL			740			
TYPE R	SUBTOTAL	1,254,796	1,000,000	740	1,313,000	1,313,000	1,313,000
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	484,395	512,138	320,841	520,384	520,384	520,384
1600	SALARIES TEMPORARY	11,639	4,000	2,534	4,000	4,000	4,000
1700	SALARIES OVERTIME	94					
CHARACTER 10	SUBTOTAL	496,128	516,138	323,375	524,384	524,384	524,384
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	336	816	712	816	816	816
4319	OFFICE SUPPLIES	5,053	5,627	4,541	5,234	5,234	5,234
4331	FOOD AND BEVERAGES	728	1,000	151	930	930	930
4342	PHOTOGRAPHIC SUPPLIES		50				
4347	GAS OIL GREASE AND DIESEL FUEL	107	50	66	100	100	100
4349	MISC OPERATIONAL SUPPLIES		250		200	200	200
4359	COMPUTER SOFTWARE AND SUPPLIES		250		200	200	200
4411	POSTAGE AND FREIGHT	48	100		50	50	50
4415	TELEPHONE LONG DISTANCE	20					
4418	DUES AND MEMBERSHIPS	5,220	5,350	6,154	2,000	2,000	2,000
4419	GENERAL OFFICE EXPENSES	1,044	400	163	372	372	372
4442	PHOTOGRAPHIC EXPENSES		75				
4448	ADVERTISING AND PROMOTION EXPENSES	510		496			
4449	OTHER OPERATIONAL EXPENSES		250	273	300	300	300
4462	TRAVEL HOTEL AND MEALS	3,951	3,000	2,905	4,000	4,000	4,000
4463	EDUCATION AND TRAINING	2,084	1,750	1,630	2,705	2,705	2,705
4518	COPYING MACHINE RENTALS	630	1,704	1,136	1,800	1,800	1,800

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

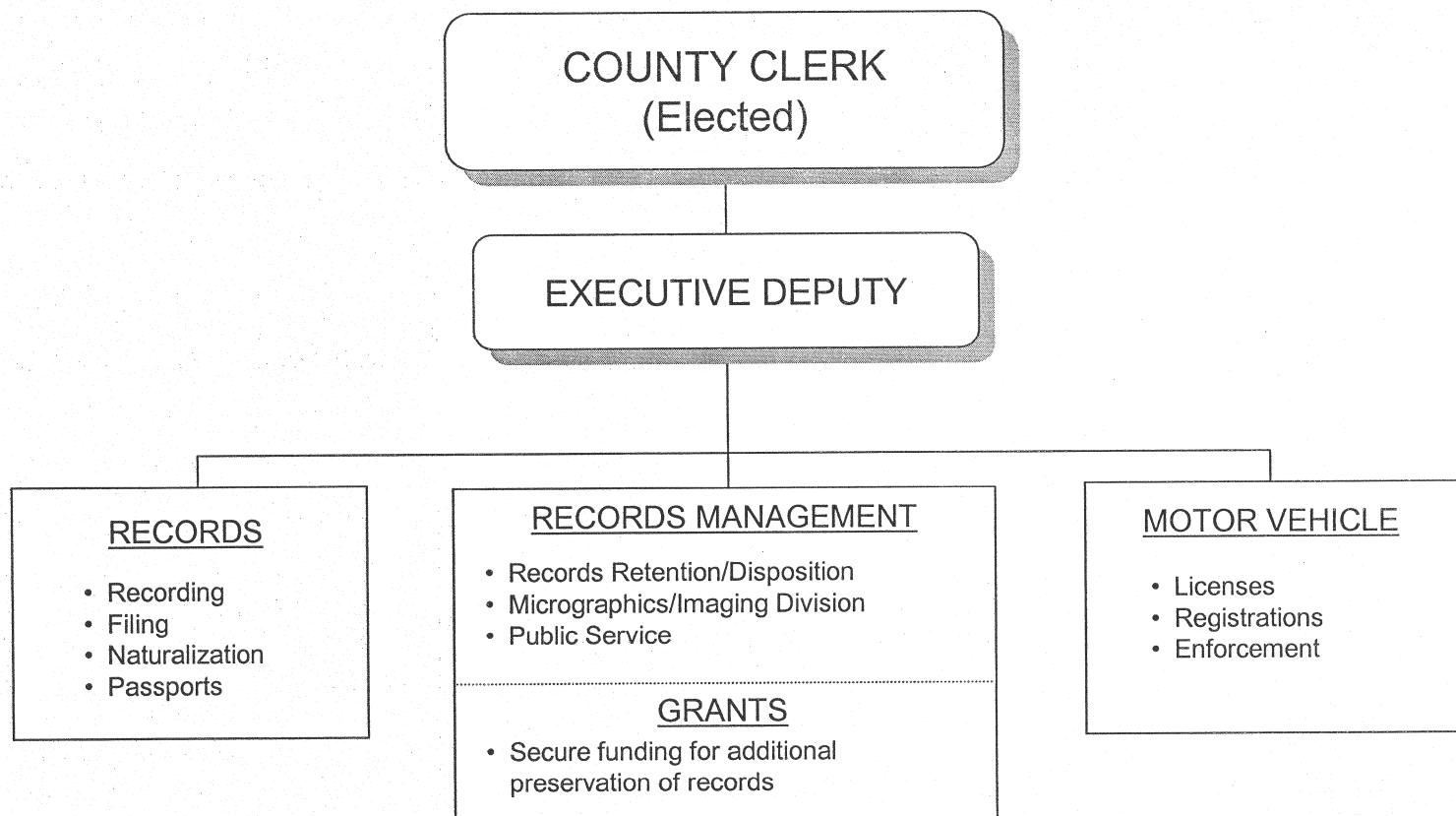
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4520	PROPERTY LOSS			740			
4747	OTHER FEES FOR SERVICES	50,000		25,000			
		-----	-----	-----	-----	-----	-----
CHARACTER 40 SUBTOTAL		69,731	20,672	43,967	18,707	18,707	18,707
CHARACTER :41 CHARGEBACK EXPENSES							
4602	INSURANCE PREMIUM CHARGEBACK	32,012	15,099	11,324	9,276	9,276	9,276
4615	GASOLINE CHARGEBACK	1,567	3,200	200	979	979	979
4616	FLEET SERVICE CHARGEBACK	7,713	6,594	1,649	4,414	4,414	4,414
4626	TRANSPORTATION SERVICES CHARGEBACKS	7,040	7,040	1,760			
		-----	-----	-----	-----	-----	-----
CHARACTER 41 SUBTOTAL		48,332	31,933	14,933	14,669	14,669	14,669
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6008	PRINCIPAL ON CAPITAL LEASE	968					
		-----	-----	-----	-----	-----	-----
CHARACTER 60 SUBTOTAL		968					
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7005	INTEREST ON CAPITAL LEASE	107					
		-----	-----	-----	-----	-----	-----
CHARACTER 70 SUBTOTAL		107					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	67,142	54,148	24,534	50,998	50,998	50,998
8030	SOCIAL SECURITY	36,763	39,485	23,825	39,807	39,807	39,807
8040	WORKERS COMPENSATION	5,261	5,073	3,805	4,018	4,018	4,018
8050	LIFE INSURANCE	152	216	96	216	216	216
8060	HEALTH INSURANCE	118,681	143,187	91,278	144,886	144,886	144,886
8070	UNEMPLOYMENT INSURANCE	1,208					
CHARACTER 80	SUBTOTAL	229,207	242,109	143,538	239,925	239,925	239,925
TYPE X	SUBTOTAL	844,473	810,852	525,813	797,685	797,685	797,685
DEPARTMENT 23	SUBTOTAL	410,323	189,148	-525,073	515,315	515,315	515,315

# COUNTY CLERK



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

**MISSION STATEMENT**

The 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 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 on 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.

**2008 OBJECTIVES**

Our major objective in 2008 is to continue our program of scanning court records with the goal of making them available online. We hope to achieve success as the recipient of e-filed documents for certain types of court actions.

**2008 BUDGET HIGHLIGHTS**

No change in staff.

The office revenues will continue to exceed expenses.

Capital acquisition costs for computer hardware and software have been completed.

## 30 0012 COUNTY CLERK/Records

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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
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	5	5	5	5	5
Paralegal (40)	15 Admin	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>12</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b><u>PART TIME</u></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>13</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :01	TAX ITEMS						
0004	INTEREST & PENAL-REAL PROP TAX	-----	-----	-334	-----	-----	-----
CHARACTER 01	SUBTOTAL			-334			
CHARACTER :02	DEPARTMENTAL INCOME						
0015	CLERK FEES	1,223,878	1,050,000	702,697	1,100,000	1,100,000	1,200,000
0016	XEROX MACHINE	6,449	6,000	4,468	6,000	6,000	6,000
0017	MORTGAGE TAX	269,474	278,250	162,313	278,250	350,000	291,896
0027	MISCELLANEOUS	20,014		24,618	20,000	20,000	20,000
0599	REMOTE ACCESS CHARGE		50,000		50,000	50,000	50,000
CHARACTER 02	SUBTOTAL	1,519,815	1,384,250	894,096	1,454,250	1,526,000	1,567,896
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	23,947	9,000	13,373	14,000	14,000	14,000
CHARACTER 03	SUBTOTAL	23,947	9,000	13,373	14,000	14,000	14,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	6					
CHARACTER 06	SUBTOTAL	6					

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,447		62			
0229	TRANSFER FROM INSURANCE RESERVE			2,811			
		-----	-----	-----	-----	-----	-----
CHARACTER 07 SUBTOTAL		1,447		2,873			
		-----	-----	-----	-----	-----	-----
TYPE R SUBTOTAL		1,545,215	1,393,250	910,008	1,468,250	1,540,000	1,581,896
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	427,516	488,543	290,870	514,612	514,612	514,612
1500	SALARIES PART-TIME	10,222	11,375	6,186	11,130	11,130	11,130
1700	SALARIES OVERTIME		2,310	947	1,189	1,189	1,189
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		437,738	502,228	298,003	526,931	526,931	526,931
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	133	900	97	750	750	750
4318	DUPLICATING AND PRINTING RM SUPPLIE		200		200	200	200
4319	OFFICE SUPPLIES	8,282	9,000	6,603	7,952	7,952	7,952
4331	FOOD AND BEVERAGES	111	260	102	260	260	260
4342	PHOTOGRAPHIC SUPPLIES	324	200		750	750	750
4359	COMPUTER SOFTWARE AND SUPPLIES	1,908	8,500	179			
4411	POSTAGE AND FREIGHT		200	16	200	200	200
4418	DUES AND MEMBERSHIPS	556	410	421	480	480	480
4419	GENERAL OFFICE EXPENSES	2,690	9,865	1,651	5,483	5,483	5,483
4429	BUILDING AND GROUNDS EXPENSES		250		250	250	250
4461	MILEAGE AND PARKING-LOCAL	130	223	38	243	243	243
4462	TRAVEL HOTEL AND MEALS	992	1,500	1,534	1,500	1,500	1,500
4463	EDUCATION AND TRAINING	35	300	379	300	300	300
4513	SOFTWARE MAINTENANCE	22,818	23,950	22,000	41,938	41,938	41,938
4514	HARDWARE MAINTENANCE	12,446	12,250	5,429	12,208	12,208	12,208
4518	COPYING MACHINE RENTALS	3,763	3,504	2,617	3,074	3,074	3,074
4520	PROPERTY LOSS			2,166			
4523	INSURANCE CLAIMS			645			
4545	CONTRACTED SERVICES	39,894	109,673	5,740			
4561	PURCHASE OF SERVICES			1,195			
		-----	-----	-----	-----	-----	-----
CHARACTER 40 SUBTOTAL		94,082	181,185	50,812	75,588	75,588	75,588

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	3,259	2,907	2,180	2,031	2,031	2,031
4604	DPW SECURITY CHARGEBACKS		6,724	3,362	7,414	7,414	7,414
4615	GASOLINE CHARGEBACK	289	250		300	300	300
4616	FLEET SERVICE CHARGEBACK	1,928		550			
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	5,476	9,881	6,092	9,745	9,745	9,745
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	103,674					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	103,674					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	8,052					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	8,052					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	46,769	48,658	22,511	47,454	47,454	47,454
8030	SOCIAL SECURITY	32,519	38,420	21,890	40,310	40,310	40,310
8040	WORKERS COMPENSATION	3,316	9,182	6,887	6,432	6,432	6,432
8050	LIFE INSURANCE	226	336	152	336	336	336
8060	HEALTH INSURANCE	135,208	179,874	110,435	189,120	189,120	189,120
8063	DISABILITY INSURANCE	739	720	506	840	840	840
8070	UNEMPLOYMENT INSURANCE	2,382		56			
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	221,159	277,190	162,437	284,492	284,492	284,492

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9004	TRANSFER TO CAPITAL FUND	37,300					
CHARACTER 90	SUBTOTAL	37,300					
TYPE X	SUBTOTAL	907,481	970,484	517,344	896,756	896,756	896,756
DIVISION 30	SUBTOTAL	637,734	422,766	392,664	571,494	643,244	685,140

**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.

**2008 OBJECTIVES**

Our major objective in 2008 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.

**2008 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. In an effort to keep our overall costs down while trying to improve our records program, we have applied for two grants this year, one for the County Clerks office to scan thousands of the Maps that are kept in the County Clerk's office either hung in plastic sleeves behind the counter, or in large hinged books. This grant is for \$29,000.00. Scanning these maps will provide for much easier, faster access as well as help preserve these valuable documents.

The other Grant was written for the Broome County Records Center, to convert 200 cds to 16mm microfilm. These cds contain thousands of images of various permanent records from County departments. While we are able to provide this much more convenient method of retrieval for departments we can not free up this much needed shelf space at the records center until these permanent records have been put on microfilm for safe archival storage. This grant is for \$48,000.00.

### Special Projects

In 2007 the Records Center staff has transferred the remainder of the Chattel Mortgage Books from the County Clerks office to the Records Center. We have inventoried, wrapped & stored these books which are permanent archival documents, but are rarely accessed, which can

free up valuable space at the County Clerks office. The Records staff has also inventoried & purged the hundreds of boxes of microfilm which have been stored since the 1990s. We have been able to purge 100s of reels of microfilm that have either been duplicated many times or have reached their retention guidelines. This new inventory has been entered into our database for much easier retrieval when needed.

30 0004 COUNTY CLERK/Records Center

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	647	100		100	100	100
CHARACTER 02 SUBTOTAL		647	100		100	100	100
TYPE R SUBTOTAL		647	100		100	100	100
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	115,858	125,619	77,242	133,886	133,886	133,886
1600	SALARIES TEMPORARY	2,827	4,180	2,636			
CHARACTER 10 SUBTOTAL		118,685	129,799	79,878	133,886	133,886	133,886
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4318	DUPLICATING AND PRINTING RM SUPPLIE		360		360	360	360
4319	OFFICE SUPPLIES	1,674	3,000	885	3,000	1,500	1,500
4326	FUEL AND HEATING SUPPLIES	9,000	4,532	-3,211	5,324	5,324	5,324
4329	BLDG AND GROUNDS SUPPLIES		500	66	500	500	500
4342	PHOTOGRAPHIC SUPPLIES	7,070	9,142	4,644	10,464	7,000	7,000
4359	COMPUTER SOFTWARE AND SUPPLIES	3,934	5,190	5,842	2,000	2,000	2,000
4411	POSTAGE AND FREIGHT		200		100	100	100
4418	DUES AND MEMBERSHIPS	45	50	30	100	100	100
4419	GENERAL OFFICE EXPENSES	2,771	7,115	2,943	9,425	2,000	5,000
4422	BUILDING AND LAND RENTAL	42,250	42,250	42,690	42,690	42,690	42,690
4425	WATER AND SEWAGE CHARGES	196	330	147	400	400	400
4427	ELECTRIC CURRENT	4,116	6,064	1,778	6,352	6,352	6,352
4429	BUILDING AND GROUNDS EXPENSES	3,149	3,176	1,972	3,180	3,180	3,180
4461	MILEAGE AND PARKING-LOCAL	209	222		400	400	400
4462	TRAVEL HOTEL AND MEALS	474	1,000	502	1,000	1,000	1,000
4463	EDUCATION AND TRAINING	179	300	25	300	300	300
4466	ADVISORY BD/TRUSTEES EXPENSES	43					
4514	HARDWARE MAINTENANCE	7,386	14,919	150	11,386	11,386	11,386
4518	COPYING MACHINE RENTALS	15	1,540	347	1,450	1,450	1,450
CHARACTER 40 SUBTOTAL		82,511	99,890	58,810	98,431	86,042	89,042

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,191					
CHARACTER 60	SUBTOTAL	1,191					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	29					
CHARACTER 70	SUBTOTAL	29					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	12,363	13,179	5,943	13,120	13,120	13,120
8030	SOCIAL SECURITY	8,745	9,610	5,793	10,242	10,242	10,242
8040	WORKERS COMPENSATION	265	1,060		1,092	1,092	1,092
8050	LIFE INSURANCE	74	96	50	96	96	96
8060	HEALTH INSURANCE	37,057	46,700	20,549	52,968	52,968	52,968
8063	DISABILITY INSURANCE	357	360	243	360	360	360
8070	UNEMPLOYMENT INSURANCE	4,108					
CHARACTER 80	SUBTOTAL	62,969	71,005	32,578	77,878	77,878	77,878
TYPE X	SUBTOTAL	265,385	300,694	171,266	310,195	297,806	300,806
DIVISION 31	SUBTOTAL	-264,738	-300,594	-171,266	-310,095	-297,706	-300,706

**COUNTY CLERK - 30**  
**Motor Vehicles – 38 / 300020**

**MISSION STATEMENT**

The Broome County Department of Motor Vehicles is a multi-service agency committed to 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 2008, the Department of Motor Vehicles will have 5 offices serving the public:

(1.) Clinton Street, Binghamton; (2) County Office Building; (3) Washington Avenue, Endicott; (4) Conklin Town Hall; and (5) Triangle Town Hall.

The five offices total approximately 780 customers a day.

**2008 OBJECTIVES**

- To continue to serve the public in a courteous and timely manner without cost to the taxpayer.
- To enhance staff training in order to comply with State and Federal regulations pertaining to the issuance of drivers' permits, licenses, non-driver photo ID cards
- To continue to offer more services to car dealers.
- To expand outreach services to the public.

**2008 BUDGET HIGHLIGHTS**

- The 2008 budget reflects no changes in personnel. We continue to offer more hours than almost any other office in New York State.
- We have a specialist to handle dealer requests and field phone calls from the public.
- We continue to solicit work from car dealers by providing a weekly pickup of work.
- We are requesting a formal rental agreement for an additional 20 parking spaces adjacent to our Clinton Street facility.

30 0020 COUNTY CLERK/Motor Vehicles

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Principal Motor Vehicle Clerk	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	8 CSEA	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
<b>Total Part-Time Positions</b>		<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>TOTAL POSITIONS</b>		<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0015	CLERK FEES	7					
0018	MOTOR VEHICLE	2,001,155	1,977,127	1,265,012	2,038,725	2,038,725	2,038,725
0019	COLLECTION OF SALES TAX	19,393	17,780	10,755	18,000	18,000	18,000
0027	MISCELLANEOUS			545			
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	2,020,555	1,994,907	1,276,312	2,056,725	2,056,725	2,056,725
CHARACTER :07	MISC/INTERFUND REVENUES						
0229	TRANSFER FROM INSURANCE RESERVE	198					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	198					
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	2,020,753	1,994,907	1,276,312	2,056,725	2,056,725	2,056,725
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	375,066	396,457	277,276	412,124	412,124	412,124
1500	SALARIES PART-TIME	107,473	119,293	72,461	123,124	123,124	123,124
1700	SALARIES OVERTIME	17,183	17,500	9,748	18,025	18,025	18,025
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	499,722	533,250	359,485	553,273	553,273	553,273

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

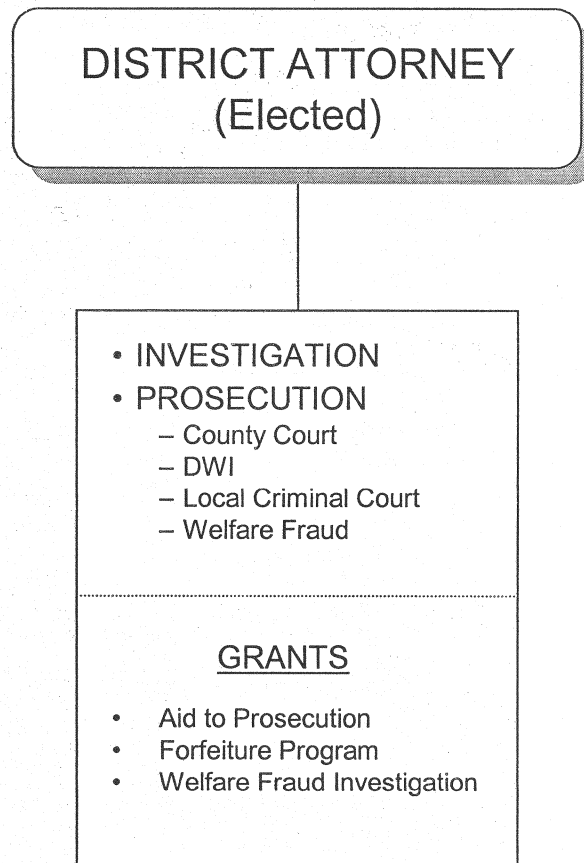
SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		500	820	500	500	500
4319	OFFICE SUPPLIES	6,175	6,500	3,443	6,500	6,500	6,500
4323	BLDG MAINTENANCE SUPPLIES		500		500	500	500
4326	FUEL AND HEATING SUPPLIES	5,406	6,270	4,330	6,270	6,270	6,270
4329	BLDG AND GROUNDS SUPPLIES	15,769	6,500	8,177	7,500	6,000	6,000
4331	FOOD AND BEVERAGES			18			
4359	COMPUTER SOFTWARE AND SUPPLIES	189	2,000		1,875	1,875	1,875
4411	POSTAGE AND FREIGHT	37					
4419	GENERAL OFFICE EXPENSES	1,671	662	679	662	662	662
4422	BUILDING AND LAND RENTAL	34,645	37,118	23,145	38,318	38,318	38,318
4423	BLDG GROUNDS AND EQUIP REPAIR			32			
4425	WATER AND SEWAGE CHARGES	255	500	260	500	500	500
4427	ELECTRIC CURRENT	13,689	12,000	8,675	12,000	12,000	12,000
4429	BUILDING AND GROUNDS EXPENSES	9,224	11,240	5,617	16,240	12,000	12,000
4461	MILEAGE AND PARKING-LOCAL	770	1,851	525	2,018	1,000	1,000
4462	TRAVEL HOTEL AND MEALS	390	800		800	800	800
4463	EDUCATION AND TRAINING	165	300	386	300	300	300
4520	PROPERTY LOSS	198					
CHARACTER 40	SUBTOTAL	88,583	86,741	56,107	93,983	87,225	87,225
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	2,890	2,685	2,014	1,943	1,943	1,943
4604	DPW SECURITY CHARGEBACKS		6,311	3,156	8,000	8,000	8,000
4615	GASOLINE CHARGEBACK	173	1,500		598	598	598
4616	FLEET SERVICE CHARGEBACK	482	2,198		2,207	2,207	2,207
CHARACTER 41	SUBTOTAL	3,545	12,694	5,170	12,748	12,748	12,748

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	63,422	54,107	26,914	48,550	48,550	48,550
8030	SOCIAL SECURITY	36,937	39,457	25,865	42,900	42,900	42,900
8040	WORKERS COMPENSATION	5,168	3,183		3,279	3,279	3,279
8050	LIFE INSURANCE	314	552	230	528	528	528
8060	HEALTH INSURANCE	131,982	161,776	115,976	177,668	177,668	177,668
8063	DISABILITY INSURANCE	2,073	2,640	1,379	2,640	2,640	2,640
8070	UNEMPLOYMENT INSURANCE	508					
CHARACTER 80	SUBTOTAL	240,404	261,715	170,364	275,565	275,565	275,565
TYPE X	SUBTOTAL	832,254	894,400	591,126	935,569	928,811	928,811
DIVISION 38	SUBTOTAL	1,188,499	1,100,507	685,186	1,121,156	1,127,914	1,127,914
DEPARTMENT 30	SUBTOTAL	1,561,495	1,222,679	906,584	1,382,555	1,473,452	1,512,348

# 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.

### **2008 OBJECTIVES**

- In the face of the lack of increased funding from grant funding sources (STOP DWI and Aid to Prosecution), 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 number of specialized court and criminal justice programs, such as Drug Court, Domestic Violence Court and Road to Recovery program, as well as for litigation related to the Sex Offender Registration Act (SORA) classifications.

### **2008 BUDGET HIGHLIGHTS**

- Maintain funding for current personnel.
- Provide adequate funding for witness and travel expenses associated with the prosecution of pending cases that involve many 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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
Secretary	13 CSEA	3	3	3	3	3
Keyboard Specialist	8 CSEA	5	5	5	5	5
Paralegal - District Attorney	15 Admin I	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</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>29</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0127	OTHER CHARGES	60,263	83,315	39,678	88,810	88,810	88,810
0559	OTHER DEPARTMENTAL CHARGEBACK	40,000	40,000	32,632	40,000	40,000	40,000
CHARACTER 02 SUBTOTAL		100,263	123,315	72,310	128,810	128,810	128,810
CHARACTER :05 FINES AND FORFEITURES							
0518	(A2625) FORFEITURE OF CRIME PROCEED				171,816	50,000	50,000
CHARACTER 05 SUBTOTAL					171,816	50,000	50,000
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0213	SALE OF EQUIPMENT	62					
CHARACTER 06 SUBTOTAL		62					
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	56		499			
0229	TRANSFER FROM INSURANCE RESERVE	1,931		506			
CHARACTER 07 SUBTOTAL		1,987		1,005			

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :08 STATE AID							
0241	DISTRICT ATTORNEY'S SALARY	55,586	49,528	5,000	49,528	49,528	49,528
CHARACTER 08 SUBTOTAL		55,586	49,528	5,000	49,528	49,528	49,528
TYPE R SUBTOTAL		157,898	172,843	78,315	350,154	228,338	228,338
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,503,499	1,577,913	1,004,047	1,620,220	1,620,220	1,620,220
1950	SALARY ADJUSTMENTS		29,517		29,754	27,754	27,754
CHARACTER 10 SUBTOTAL		1,503,499	1,607,430	1,004,047	1,649,974	1,647,974	1,647,974
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2110	OFFICE MACHINES		760				
2290	BUILDING AND GROUNDS EQUIPMENT		1,328				
2480	LAW ENFORCEMENT EQUIPMENT		2,105				
CHARACTER 20 SUBTOTAL			4,193				
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	17,506	14,000	12,815	14,000	14,000	14,000
4319	OFFICE SUPPLIES	19,141	13,875	12,028	13,875	13,875	13,875
4326	FUEL AND HEATING SUPPLIES	9,004	9,270	7,709	9,270	9,270	9,270
4342	PHOTOGRAPHIC SUPPLIES		400		400	400	400
4347	GAS OIL GREASE AND DIESEL FUEL	1,269	800	623	800	800	800
4349	MISC OPERATIONAL SUPPLIES			1,930			
4359	COMPUTER SOFTWARE AND SUPPLIES	1,356		2,095			
4411	POSTAGE AND FREIGHT	1,976	2,000	1,242	2,000	2,000	2,000
4418	DUES AND MEMBERSHIPS	1,100	1,100	1,120	1,100	1,100	1,100
4419	GENERAL OFFICE EXPENSES	7,890	5,500	2,975	5,500	5,500	5,500
4422	BUILDING AND LAND RENTAL	-4,107	131,320	131,320	131,320	131,320	131,320
4427	ELECTRIC CURRENT	15,565	22,050	10,311	25,050	22,050	22,050
4429	BUILDING AND GROUNDS EXPENSES	12,923	13,000	7,678	13,000	13,000	13,000
4442	PHOTOGRAPHIC EXPENSES	565	1,200	396	1,200	1,200	1,200
4449	OTHER OPERATIONAL EXPENSES	4		738			
4457	SUBCONTRACTED PROGRAM EXPENSE	8,000	10,000	6,000	10,000	10,000	10,000

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

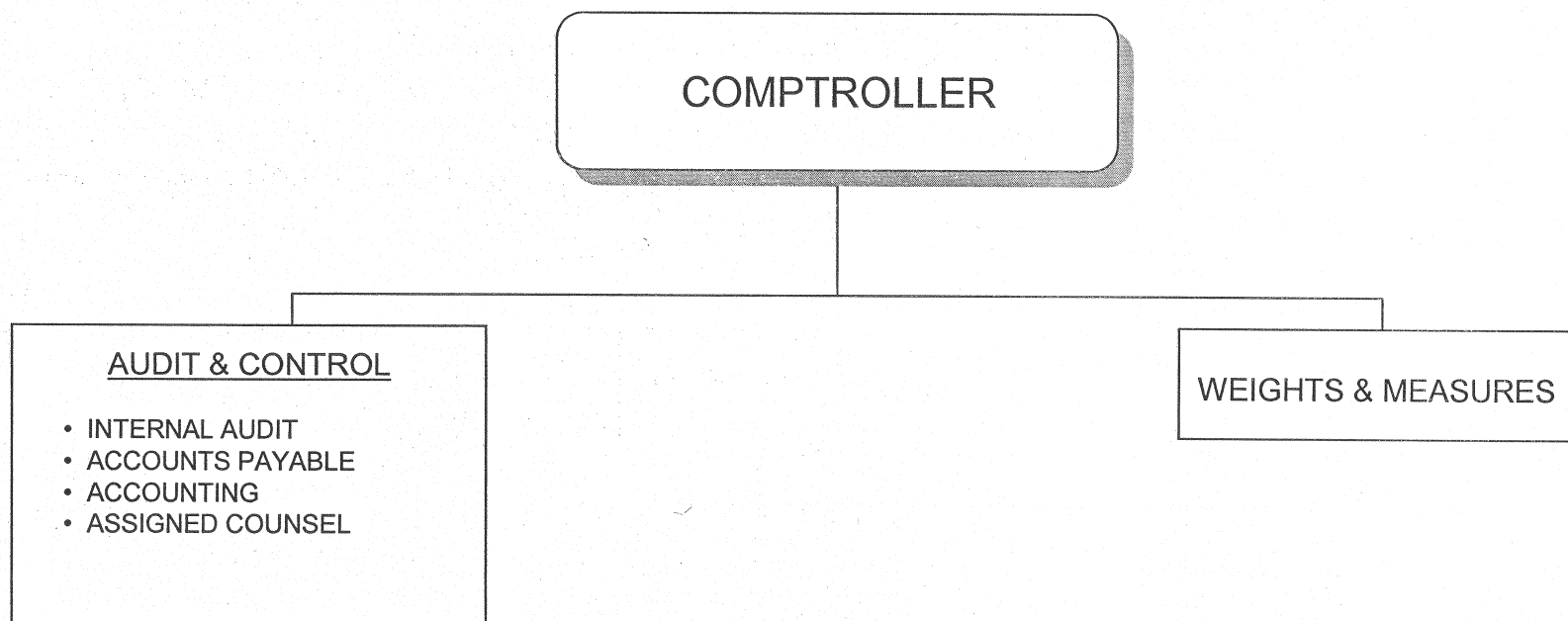
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4461	MILEAGE AND PARKING-LOCAL	6,262	3,600	3,910	4,100	4,100	4,100
4462	TRAVEL HOTEL AND MEALS	7,337	9,000	12,223	9,000	9,000	9,000
4463	EDUCATION AND TRAINING	644	6,000	2,470	8,000	6,000	6,000
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	19,675	30,000	20,839	30,000	30,000	30,000
4469	OTHER PERSONAL EXPENSES	300	200		200	200	200
4518	COPYING MACHINE RENTALS	3,119	7,300	4,343	7,300	7,300	7,300
4520	PROPERTY LOSS	713					
4523	INSURANCE CLAIMS	1,218					
4703	LAB SERVICES	2,788	3,000		3,000	3,000	3,000
4734	WITNESS EXPENSES	37,423	35,000	18,785	40,000	35,000	35,000
4735	INVESTIGATIONS EXPENSES	4,500	6,000	2,000	7,000	6,000	6,000
4738	COURT ASSIGNED ATTORNEY-FAMILY COUR	534					
4739	STENOGRAPHIC SERVICES	72,595	50,000	40,339	50,000	50,000	50,000
CHARACTER 40 SUBTOTAL		249,300	374,615	303,889	386,115	375,115	375,115
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	17,736	24,920	18,690	21,637	21,637	21,637
4615	GASOLINE CHARGEBACK	2,756	2,200	453	2,286	2,286	2,286
4616	FLEET SERVICE CHARGEBACK	9,641	8,792	2,198	8,829	8,829	8,829
4626	TRANSPORTATION SERVICES CHARGEBACKS	7,242	7,242	1,811			
CHARACTER 41 SUBTOTAL		37,375	43,154	23,152	32,752	32,752	32,752

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6008	PRINCIPAL ON CAPITAL LEASE	9,852					
CHARACTER 60 SUBTOTAL		9,852					
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7005	INTEREST ON CAPITAL LEASE	117,844					
CHARACTER 70 SUBTOTAL		117,844					
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	160,526	159,655	76,832	153,104	153,104	153,104
8030	SOCIAL SECURITY	109,500	118,939	74,176	122,176	122,176	122,176
8040	WORKERS COMPENSATION	13,739	14,741	11,056	14,983	14,983	14,983
8050	LIFE INSURANCE	536	696	360	696	696	696
8060	HEALTH INSURANCE	206,190	246,292	155,402	260,820	260,820	260,820
8063	DISABILITY INSURANCE	977	960	689	960	960	960
CHARACTER 80 SUBTOTAL		491,468	541,283	318,515	552,739	552,739	552,739
CHARACTER :90 TRANSFERS							
9005	TRANSFER TO GRANT FUND	109,760	108,675	108,675	115,871	115,871	115,871
CHARACTER 90 SUBTOTAL		109,760	108,675	108,675	115,871	115,871	115,871
TYPE X SUBTOTAL		2,519,098	2,679,350	1,758,278	2,737,451	2,724,451	2,724,451
DEPARTMENT 33 SUBTOTAL		-2,361,200	-2,506,507	-1,679,963	-2,387,297	-2,496,113	-2,496,113

# 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 to 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.

### **2008 OBJECTIVES**

- Administer control self assessment process with County departments and contract agencies.
- 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	21 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>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0545	SINGLE AUDIT CHARGEBACK	46,500	43,651		45,299	45,299	45,299
CHARACTER 02 SUBTOTAL		46,500	43,651		45,299	45,299	45,299
CHARACTER :08 STATE AID							
0242	INDIGENT PAROLEES	8,026		35,194			
0815	COURT ASSIGNED ATTORNEYS	609,329	500,000	891,526	600,000	697,500	697,500
CHARACTER 08 SUBTOTAL		617,355	500,000	926,720	600,000	697,500	697,500
TYPE R SUBTOTAL		663,855	543,651	926,720	645,299	742,799	742,799
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	364,618	384,547	250,576	401,726	401,726	401,726
1500	SALARIES PART-TIME	22,890	23,930	15,096	24,638	24,638	24,638
1600	SALARIES TEMPORARY	9,578	2,683	1,534	2,683	2,683	2,683
CHARACTER 10 SUBTOTAL		397,086	411,160	267,206	429,047	429,047	429,047
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	195	400	833	400	400	400
4319	OFFICE SUPPLIES	1,188	2,500	1,067	2,500	1,200	1,200
4359	COMPUTER SOFTWARE AND SUPPLIES		2,000		2,000	1,000	1,000
4411	POSTAGE AND FREIGHT		60		60	60	60
4418	DUES AND MEMBERSHIPS	783	790	500	790	790	790
4419	GENERAL OFFICE EXPENSES	33	1,440		1,440	1,440	1,440
4444	UNIFORM AND CLOTHING ALLOWANCE	80					
4461	MILEAGE AND PARKING-LOCAL	68	500		500	500	500
4462	TRAVEL HOTEL AND MEALS	2,587	2,500	3,590	2,500	1,500	1,500
4463	EDUCATION AND TRAINING	3,362	4,500	2,155	4,500	3,500	3,500
4469	OTHER PERSONAL EXPENSES			60			
4722	AUDIT FEES	204,925	169,950	153,220	175,049	175,049	175,049
4737	COURT ASSIGNED ATTORNEY-PUBLIC DEFE	1,422,717	1,065,000	454,162	1,425,000	1,425,000	1,425,000
4738	COURT ASSIGNED ATTORNEY-FAMILY COUR	953,441	650,000	854,633	955,000	955,000	955,000
CHARACTER 40 SUBTOTAL		2,589,379	1,899,640	1,470,220	2,569,739	2,565,439	2,565,439

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES.						
4602	INSURANCE PREMIUM CHARGEBACK	66	361	271	1,546	1,546	1,546
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	66	361	271	1,546	1,546	1,546
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	41,324	40,802	20,036	39,784	39,784	39,784
8030	SOCIAL SECURITY	29,037	31,454	19,505	32,823	32,823	32,823
8040	WORKERS COMPENSATION	4,512	4,811	3,608	4,273	4,273	4,273
8050	LIFE INSURANCE	163	216	115	216	216	216
8060	HEALTH INSURANCE	113,502	131,301	85,517	139,485	139,485	139,485
8063	DISABILITY INSURANCE	712	720	506	720	720	720
8070	UNEMPLOYMENT INSURANCE	1,086		25			
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	190,336	209,304	129,312	217,301	217,301	217,301
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	3,176,867	2,520,465	1,867,009	3,217,633	3,213,333	3,213,333
		-----	-----	-----	-----	-----	-----
DIVISION 01	SUBTOTAL	-2,513,012	-1,976,814	-940,289	-2,572,334	-2,470,534	-2,470,534

**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.

**2008 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 completed on a timely basis.

## 36 0016 AUDIT AND CONTROL/Weights and Measures

<u>Title of Position</u>	<u>Grade/Unit</u>	2006 <u>Actuals</u>	As of 9/1/2007 Current <u>Authorized</u>	2008 <u>Requested</u>	2008 <u>Recommended</u>	2008 <u>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>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0070	FEES FOR SERVICES	54,239	55,000	45,966	55,000	55,000	55,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	54,239	55,000	45,966	55,000	55,000	55,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,122					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	1,122					
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	55,361	55,000	45,966	55,000	55,000	55,000
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	129,876	133,755	86,746	141,271	141,271	141,271
1600	SALARIES TEMPORARY	1,274	4,025	2,305	4,025	4,025	4,025
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	131,150	137,780	89,051	145,296	145,296	145,296
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		100	62	100	100	100
4319	OFFICE SUPPLIES	94	300		300	300	300
4347	GAS OIL GREASE AND DIESEL FUEL		500		500	500	500
4349	MISC OPERATIONAL SUPPLIES	1,224	1,005	477	1,005	1,005	1,005
4356	UNIFORMS		1,500	150	1,500	1,500	1,500
4358	SAFETY SUPPLIES			203			
4359	COMPUTER SOFTWARE AND SUPPLIES	2,155					
4418	DUES AND MEMBERSHIPS	294	265	479	265	265	265
4444	UNIFORM AND CLOTHING ALLOWANCE	667					
4449	OTHER OPERATIONAL EXPENSES	-5,818		-6,872			
4461	MILEAGE AND PARKING-LOCAL	58					
4462	TRAVEL HOTEL AND MEALS	117	750	1,602	750	750	750
4463	EDUCATION AND TRAINING	102	1,250	124	1,250	1,250	1,250
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	-1,107	5,670	-3,775	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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	197	50	50	48	48	48
4615	GASOLINE CHARGEBACK	2,525	2,000	578	2,880	2,880	2,880
4616	FLEET SERVICE CHARGEBACK	3,857	4,396	1,099	4,414	4,414	4,414
4626	TRANSPORTATION SERVICES CHARGEBACKS	5,986	5,986	1,497	6,535	6,535	6,535
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	12,565	12,432	3,224	13,877	13,877	13,877
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	13,858	14,455	6,529	14,214	14,214	14,214
8030	SOCIAL SECURITY	9,750	10,540	6,583	11,116	11,116	11,116
8050	LIFE INSURANCE	58	72	38	72	72	72
8060	HEALTH INSURANCE	32,148	37,185	30,156	49,202	49,202	49,202
8063	DISABILITY INSURANCE	258	240	169	240	240	240
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	56,072	62,492	43,475	74,844	74,844	74,844
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	198,680	218,374	131,975	239,687	239,687	239,687
		-----	-----	-----	-----	-----	-----
DIVISION 20	SUBTOTAL	-143,319	-163,374	-86,009	-184,687	-184,687	-184,687
		-----	-----	-----	-----	-----	-----
DEPARTMENT 36	SUBTOTAL	-2,656,331	-2,140,188	-1,026,298	-2,757,021	-2,655,221	-2,655,221

# 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 2008, it is anticipated 1,306,883 meals will be prepared and served by Central Foods.

### **2008 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 programs and expand existing programs to adapt to the changing needs of the clients.
- 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.
- Work with Budget and the Legislature to bid on BCC Café for the 2008-2009 school year to generate revenue for the County.

### **2008 BUDGET HIGHLIGHTS**

- Estimated food expense has increased an average of 4% over the last year due to increased gas prices
- Decreased \$53,000 from Kitchen and Dining Room Supplies at Public Safety Facility by eliminating less cost effective re-therm system and replacing it with a state-of-the-art Combi re-therm. However, the Food and Beverage line at the Public Safety Facility by \$25,506 because the inmate population has been higher than anticipated over the last two years.

23 0045 EXECUTIVE/CENTRAL FOOD & NUTRITION SERVICES

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
Director of Central Food & Nutrition Service	24 Admin	1	1	1	1	1
Senior Food Service Manager	18 BAPA	0	0	1	1	1
Food Service Director (40)	20 BAPA	1	1	1	1	1
Dietitian (40)	19 BAPA	2	2	2	2	2
Food Service Manager	14 BAPA	3	3	2	2	2
Principal Account Clerk	13 CSEA	1	1	1	1	1
Stores Clerk	10 CSEA	2	2	2	2	2
Senior Account Clerk	9 CSEA	1	0	0	0	0
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>24</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>
<b>PART TIME</b>						
Delivery Driver	10 CSEA	6	6	6	6	6
Senior Account Clerk	9 CSEA	0	1	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>21</b>	<b>22</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>TOTAL POSITIONS</b>		<b>45</b>	<b>45</b>	<b>43</b>	<b>43</b>	<b>43</b>

REPORT:BP033

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	28					
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL	28					
CHARACTER :07	MISC/INTERFUND REVENUES						
0227	TRANSFER FROM GENERAL FUND			18,000			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL			18,000			
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	28		18,000			
		-----	-----	-----	-----	-----	-----
DIVISION 02	SUBTOTAL	28		18,000			

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0531	CHARGES FOR FOOD SERVICE	3,921,455	4,554,381	1,988,056	4,333,840	4,333,840	4,333,840
0537	ROADWAY USE FEES			146,475			
CHARACTER 02 SUBTOTAL		3,921,455	4,554,381	2,134,531	4,333,840	4,333,840	4,333,840
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	2,333	1,000	363	1,000	1,000	1,000
CHARACTER 03 SUBTOTAL		2,333	1,000	363	1,000	1,000	1,000
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	236		343			
0217	PREMIUM & ACCRUED INT ON OBLIGATION	7,674		2,646			
0229	TRANSFER FROM INSURANCE RESERVE	912		1,569			
0233	EARNINGS ON TEMPORARY INVESTMENTS	24,077					
0638	CAPITAL CONTRIBUTIONS	6,335					
CHARACTER 07 SUBTOTAL		39,234		4,558			
CHARACTER :08 STATE AID							
0460	OTHER STATE AID	228					
CHARACTER 08 SUBTOTAL		228					

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :09	FEDERAL AID						
0353	FEDERAL AID - OTHER	830					
CHARACTER 09	SUBTOTAL	830					
TYPE R	SUBTOTAL	3,964,080	4,555,381	2,139,452	4,334,840	4,334,840	4,334,840
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	702,356	742,221	391,996	789,507	789,507	789,507
1500	SALARIES PART-TIME	351,259	372,439	231,790	348,648	348,648	348,648
1600	SALARIES TEMPORARY	70,150	67,858	56,596	28,803	28,803	28,803
1700	SALARIES OVERTIME	16,699	13,522	6,031	13,521	13,521	13,521
1910	OUT OF TITLE PAY	4,986		92			
1940	OTHER PERSONNEL SERVICES	4,560	5,300	4,525	5,400	5,400	5,400
CHARACTER 10	SUBTOTAL	1,150,010	1,201,340	691,030	1,185,879	1,185,879	1,185,879
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	6,324	7,152	5,016	4,400	4,400	4,400
4323	BLDG MAINTENANCE SUPPLIES	633	2,000	811	2,000	2,000	2,000
4326	FUEL AND HEATING SUPPLIES	40,037	45,000	31,938	47,256	47,256	47,256
4329	BLDG AND GROUNDS SUPPLIES	29	1,000		1,000	1,000	1,000
4331	FOOD AND BEVERAGES	1,732,937	1,768,353	1,048,551	1,801,260	1,801,260	1,801,260
4332	KITCHEN AND DINING ROOM SUPPLIES	264,255	326,659	169,284	290,485	283,918	283,918
4341	MOTOR EQUIPMENT SUPPLIES	100					
4347	GAS OIL GREASE AND DIESEL FUEL			7			
4349	MISC OPERATIONAL SUPPLIES	37,970	47,900	16,746	45,500	43,500	43,500
4358	SAFETY SUPPLIES	4,924	5,160	2,276	5,160	5,160	5,160
4359	COMPUTER SOFTWARE AND SUPPLIES			130			
4411	POSTAGE AND FREIGHT			6			
4419	GENERAL OFFICE EXPENSES	30	30	30	30	30	30
4425	WATER AND SEWAGE CHARGES	3,162	3,540	2,050	3,600	3,600	3,600
4426	HEATING AND AIR COND PLANT EXP		2,000		2,000	2,000	2,000
4427	ELECTRIC CURRENT	54,622	60,000	31,915	61,800	61,800	61,800
4429	BUILDING AND GROUNDS EXPENSES	39,693	47,718	25,307	48,621	48,621	48,621
4431	KITCHEN & DINING ROOM EXPENSES	24,857	38,850	12,754	39,567	30,000	30,000
4432	LAUNDRY AND DRY CLEANING EXPENSES	4,263	5,616	2,383	5,616	5,616	5,616
4441	MOTOR EQUIP REPAIRS AND MAINT	1,674	1,820	2,202	1,880	1,880	1,880

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4448	ADVERTISING AND PROMOTION EXPENSES		1,000	491	1,000	1,000	1,000
4449	OTHER OPERATIONAL EXPENSES	125	1,000	65	1,000	1,000	1,000
4462	TRAVEL HOTEL AND MEALS	175	300	37	300	300	300
4463	EDUCATION AND TRAINING	234	1,300	199	1,000	1,300	1,300
4513	SOFTWARE MAINTENANCE	9,774	11,607	10,106	10,430	10,430	10,430
4516	HARDWARE RENTAL			5			
4518	COPYING MACHINE RENTALS	2,107	3,460	2,161	2,856	2,856	2,856
4523	INSURANCE CLAIMS	912		1,569			
4741	DIETARY SERVICES	6,562	7,695	4,247	7,691	7,691	7,691
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	2,235,399	2,389,160	1,370,286	2,384,452	2,366,618	2,366,618
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	82,000	50,000		82,000	82,000	82,000
4602	INSURANCE PREMIUM CHARGEBACK	1,625	1,303	977	1,259	1,259	1,259
4614	OTHER CHARGEBACK EXPENSES		246		246	246	246
4615	GASOLINE CHARGEBACK	14,952	14,000	8,902	15,168	15,168	15,168
4616	FLEET SERVICE CHARGEBACK	15,426	17,585	4,396	18,456	17,160	17,160
4619	BUILDING SERVICE CHARGEBACK	17,889	25,000	3,812	12,000	12,000	12,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	6,312	6,312	1,578	7,181	7,181	7,181
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	138,204	114,446	19,665	136,310	135,014	135,014

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

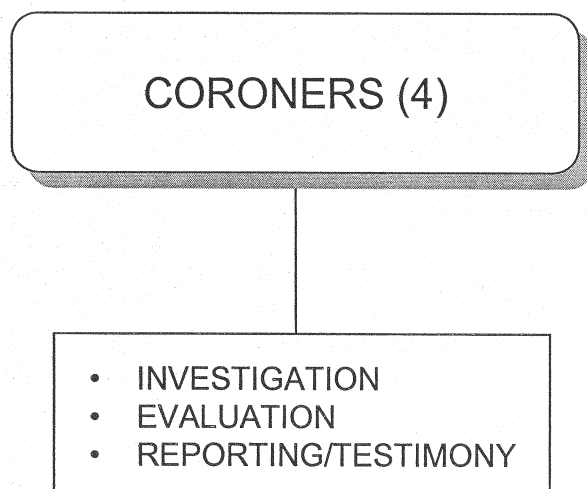
SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :42	DEPRECIATION						
4801	DEPRECIATION - BUILDINGS	58,140					
4804	DEPRECIATION - MOTOR VEHICLES	12,232					
4805	DEPRECIATION - MACHINERY & EQUIP	22,466					
		-----	-----	-----	-----	-----	-----
CHARACTER 42	SUBTOTAL	92,838					
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS		10,924		11,395	11,395	11,395
6001	PRINCIPAL ON BANS		154,386		85,193	85,193	85,193
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL		165,310		96,588	96,588	96,588
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS		5,483	1,637	5,085	5,085	5,085
7001	INTEREST ON BANS		36,667	10,849	30,990	30,990	30,990
7005	INTEREST ON CAPITAL LEASE	300					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	300	42,150	12,486	36,075	36,075	36,075
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	115,290	102,634	52,703	90,980	90,980	90,980
8030	SOCIAL SECURITY	86,217	91,903	51,087	91,034	91,034	91,034
8040	WORKERS COMPENSATION	43,867	38,162	28,622	25,442	25,442	25,442
8041	WORKERS COMP LT LIABILITY	-18,955					
8050	LIFE INSURANCE	715	1,080	484	1,032	1,032	1,032
8060	HEALTH INSURANCE	199,943	238,655	146,368	269,468	269,468	269,468
8063	DISABILITY INSURANCE	4,023	4,560	2,644	4,320	4,320	4,320
8070	UNEMPLOYMENT INSURANCE	239		477			
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	431,339	476,994	282,385	482,276	482,276	482,276
TYPE X	SUBTOTAL	4,048,090	4,389,400	2,375,852	4,321,580	4,302,450	4,302,450
		-----	-----	-----	-----	-----	-----
DIVISION 03	SUBTOTAL	-84,010	165,981	-236,400	13,260	32,390	32,390
		-----	-----	-----	-----	-----	-----
DEPARTMENT 23	SUBTOTAL	-83,982	165,981	-218,400	13,260	32,390	32,390

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		2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80 EMPLOYEE BENEFITS							
SUBFUND 251 SUBTOTAL		-83,982	165,981	-218,400	13,260	32,390	32,390

# 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.

### **2008 OBJECTIVES**

- Maintain current levels of service.

### **2008 BUDGET HIGHLIGHTS**

- Increase in hospital and medical service line to reflect increases in pathologist fee.

25 0001 Coroner

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1500	SALARIES PART-TIME	102,000	112,000	73,001	112,000	112,000	112,000
CHARACTER 10 SUBTOTAL		102,000	112,000	73,001	112,000	112,000	112,000
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4418	DUES AND MEMBERSHIPS			100	100	100	100
4453	TRANSPORTATION SERVICES	28,385	30,000	20,505	30,000	30,000	30,000
4462	TRAVEL HOTEL AND MEALS	1,054	2,000	406	2,000	2,000	2,000
4463	EDUCATION AND TRAINING	220	2,000	85	2,000	2,000	2,000
4707	MEDICAL AND HOSPITAL SERVICES	158,132	160,000	139,124	175,000	175,000	175,000
CHARACTER 40 SUBTOTAL		187,791	194,000	160,220	209,100	209,100	209,100
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	10,909	5,886	5,511	5,886	5,886	5,886
8030	SOCIAL SECURITY	7,803	8,568	5,585	8,568	8,568	8,568
8040	WORKERS COMPENSATION	883	939	704	826	826	826
8050	LIFE INSURANCE		96		96	96	96
CHARACTER 80 SUBTOTAL		19,595	15,489	11,800	15,376	15,376	15,376
TYPE X SUBTOTAL		309,386	321,489	245,021	336,476	336,476	336,476
DEPARTMENT 25 SUBTOTAL		-309,386	-321,489	-245,021	-336,476	-336,476	-336,476

# 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, County, City, Town and Village elections in Broome County. The Board is established pursuant to Section 3-200 of the New York State Election Law.

### **2008 OBJECTIVES**

The majority of the HAVA programs that the Board of Elections is required to perform have been instituted in the County. We will continue to work with the New York State Board of Elections to become 100% HAVA compliant.

### **2008 BUDGET HIGHLIGHTS**

2008 being a presidential year will add extra costs associated with the two primaries.

## 41 0001 ELECTIONS

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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	<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><u>PART TIME</u></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	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS		117,000				
0161	CHARGES FOR SERVICES					253,940	253,940
		-----	-----	-----	-----	-----	-----
CHARACTER 02 SUBTOTAL			117,000			253,940	253,940
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0210	MINOR SALES - ELECTIONS	1,943	2,000	1,389	2,500	2,500	2,500
		-----	-----	-----	-----	-----	-----
CHARACTER 06 SUBTOTAL		1,943	2,000	1,389	2,500	2,500	2,500
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			25			
		-----	-----	-----	-----	-----	-----
CHARACTER 07 SUBTOTAL				25			
CHARACTER :08 STATE AID							
0460	OTHER STATE AID	1,903					
		-----	-----	-----	-----	-----	-----
CHARACTER 08 SUBTOTAL		1,903					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:41 ELECTIONS

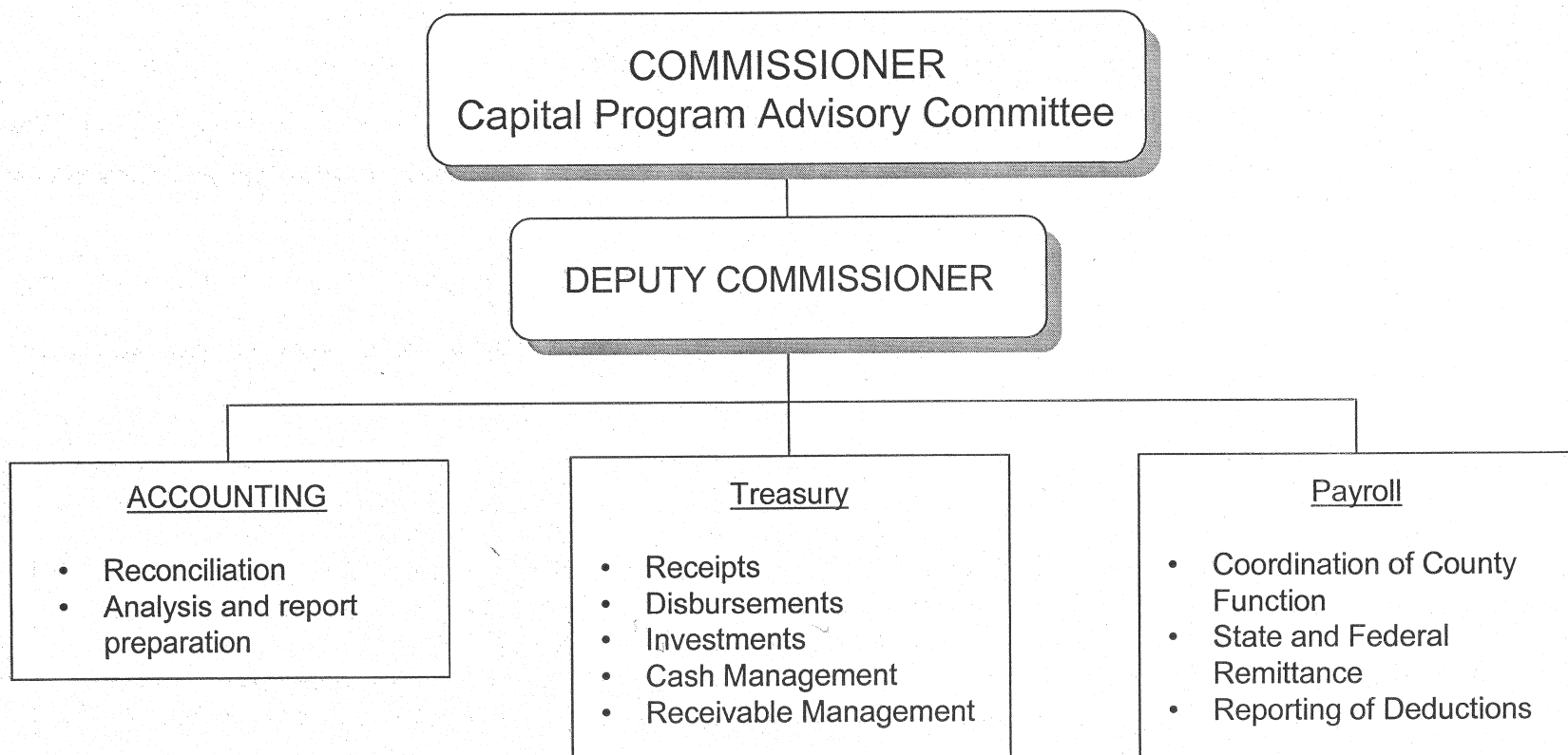
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :09 FEDERAL AID							
0353	FEDERAL AID - OTHER	5,710					
CHARACTER 09 SUBTOTAL		5,710					
TYPE R SUBTOTAL		9,556	119,000	1,414	2,500	256,440	256,440
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	249,702	274,968	161,171	268,706	268,706	268,706
1500	SALARIES PART-TIME	10,961	15,000	9,196	15,000	15,000	15,000
1600	SALARIES TEMPORARY	76,287	96,300	31,669	109,800	80,800	80,800
1700	SALARIES OVERTIME	7,000	8,800	1,607	10,400	10,400	10,400
CHARACTER 10 SUBTOTAL		343,950	395,068	203,643	403,906	374,906	374,906
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	392	2,000	137	2,000	2,000	2,000
4318	DUPLICATING AND PRINTING RM SUPPLIE	79,074	154,390	2,505	170,990	130,000	130,000
4319	OFFICE SUPPLIES	8,328	12,000	4,294	12,000	12,000	12,000
4349	MISC OPERATIONAL SUPPLIES		1,500		1,500	1,500	1,500
4359	COMPUTER SOFTWARE AND SUPPLIES	2,748	1,500	17,873	48,700	6,500	6,500
4411	POSTAGE AND FREIGHT	21,195	1,000	21,951	26,000	26,000	26,000
4418	DUES AND MEMBERSHIPS	220	110		110	110	110
4419	GENERAL OFFICE EXPENSES	1,747	5,000	1,549	5,000	5,000	5,000
4448	ADVERTISING AND PROMOTION EXPENSES	8,613	15,000	25	15,000	12,000	12,000
4449	OTHER OPERATIONAL EXPENSES	310,265	348,000	69,085	513,300	407,900	407,900
4461	MILEAGE AND PARKING-LOCAL	3,659	1,000	1,253	1,500	1,500	1,500
4462	TRAVEL HOTEL AND MEALS	1,596	4,000	1,184	4,000	1,500	1,500
4463	EDUCATION AND TRAINING	418	500	30	500	500	500
4513	SOFTWARE MAINTENANCE	3,000	28,000	27,846	28,000	28,000	28,000
4518	COPYING MACHINE RENTALS	1,686	2,640	1,167	1,980	1,980	1,980
4747	OTHER FEES FOR SERVICES	42,450	14,610	14,605	14,610	14,610	14,610
CHARACTER 40 SUBTOTAL		485,391	591,250	163,504	845,190	651,100	651,100

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:41 ELECTIONS

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	290	290	179	222	154	154
4614	OTHER CHARGEBACK EXPENSES	-101					
4616	FLEET SERVICE CHARGEBACK		600		600		
4619	BUILDING SERVICE CHARGEBACK	101					
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	290	890	179	822	154	154
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	28,633	28,846	13,322	22,356	22,356	22,356
8030	SOCIAL SECURITY	25,638	28,379	15,037	22,645	22,645	22,645
8040	WORKERS COMPENSATION	2,762	2,812	2,109	3,926	5,106	5,106
8050	LIFE INSURANCE	144	192	109	192	192	192
8060	HEALTH INSURANCE	101,963	93,603	79,517	115,518	115,518	115,518
8063	DISABILITY INSURANCE	511	480	312	480	480	480
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	159,651	154,312	110,406	165,117	166,297	166,297
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	989,282	1,141,520	477,732	1,415,035	1,192,457	1,192,457
		-----	-----	-----	-----	-----	-----
DEPARTMENT 41	SUBTOTAL	-979,726	-1,022,520	-476,318	-1,412,535	-936,017	-936,017

# FINANCE



## **FINANCE - 34**

### **MISSION STATEMENT**

The Department of Finance is established by Article V of the Broome County Charter. The Commissioner of Finance is the County's Chief Fiscal Officer. The department is responsible for accurate and complete accounting and reporting of County financial operations in conformance with current governmental Generally Accepted Accounting Principles. The office as the County Treasury receives County funds and seeks to maximize earnings on them. The department coordinates the biweekly employee payroll process and prepares necessary State and Federal tax and employment filings. Tax receivable accounts are also maintained.

### **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 Town and County 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.

- Continue review and documentation of processes.
- Issuance of debt as necessary, emphasis on capital project management.

### **2008 BUDGET HIGHLIGHTS**

- Contractual appropriation levels were constant.
- Interest revenue reflects improved rates of earnings.

### **2008 OBJECTIVES**

- Preparation of the County's Comprehensive Annual Financial Report and Financial Assurance Plan for the County Landfill.
- 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.

34 0000 FINANCE

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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><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>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	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :01 TAX ITEMS							
0001	REAL PROPERTY TAXES	53,312,579	54,051,343	53,923,486	57,865,319	57,865,319	57,865,319
0003	PAYMENT IN LIEU OF TAXES	1,661,791	1,400,000	1,513,096	1,700,000	1,700,000	1,700,000
0004	INTEREST & PENAL-REAL PROP TAX	2,000,430	1,900,000	1,858,080	2,050,000	2,050,000	2,050,000
0005	SALES AND USE TAX	66,270,143	66,095,928	34,110,487	68,993,619	68,993,619	68,993,619
CHARACTER 01 SUBTOTAL		123,244,943	123,447,271	91,405,149	130,608,938	130,608,938	130,608,938
CHARACTER :02 DEPARTMENTAL INCOME							
0012	PUBLIC ADMINISTRATOR FEES	18,497	2,000	5,114	2,000	2,000	2,000
0013	COMMISSIONER OF FINANCE	29,340	24,000	21,663	62,000	62,000	62,000
0027	MISCELLANEOUS	75		270			
0179	COMMUNITY COLLEGE CAPITAL COSTS	347,232	385,000	328,137	340,000	340,000	340,000
0527	FINANCE DEPT CHARGEBACKS	2,885					
CHARACTER 02 SUBTOTAL		398,029	411,000	355,184	404,000	404,000	404,000
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	1,413,567	1,150,000	635,145	1,600,000	1,600,000	1,600,000
CHARACTER 03 SUBTOTAL		1,413,567	1,150,000	635,145	1,600,000	1,600,000	1,600,000
CHARACTER :05 FINES AND FORFEITURES							
0202	FINES & FORFEITED BAIL	1,294		77			
0204	FORFEITURE OF DEPOSITS	160					
0808	HANDICAPPED PARKING SURCHARGE	845					
CHARACTER 05 SUBTOTAL		2,299		77			

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:34 FINANCE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	385		60			
0217	PREMIUM & ACCRUED INT ON OBLIGATION			17,208			
0219	OTB - DISTRIBUTED EARNINGS	869,049	900,000	514,855	800,000	900,000	900,000
0226	TRANSFER FROM RESERVE FUND	2,000,000	1,577,993	1,577,993			
0233	EARNINGS ON TEMPORARY INVESTMENTS			13,190			
0236	BANS			17			
CHARACTER 07 SUBTOTAL		2,869,434	2,477,993	2,123,323	800,000	900,000	900,000
TYPE R SUBTOTAL		127,928,272	127,486,264	94,518,878	133,875,235	133,975,235	133,974,006
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	585,418	630,735	398,537	644,405	644,405	644,405
1600	SALARIES TEMPORARY		100				
CHARACTER 10 SUBTOTAL		585,418	630,835	398,537	644,405	644,405	644,405
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	965	995	838	1,080	1,080	1,080
4319	OFFICE SUPPLIES	4,890	4,752	4,370	4,267	4,267	4,267
4411	POSTAGE AND FREIGHT	156	500	112	270	270	270
4418	DUES AND MEMBERSHIPS	416	1,020	870	1,020	1,020	1,020
4419	GENERAL OFFICE EXPENSES	1,152	1,200	1,201	1,200	1,200	1,200
4462	TRAVEL HOTEL AND MEALS		400		400	400	400
4463	EDUCATION AND TRAINING		400		400	400	400
4725	OTHER FINANCIAL SERVICES	-16		16			
4736	LEGAL CHARGES AND FEES		300	36	300	300	300
4764	CASH SHORT AND OVER	5					
CHARACTER 40 SUBTOTAL		7,568	9,567	7,443	8,937	8,937	8,937

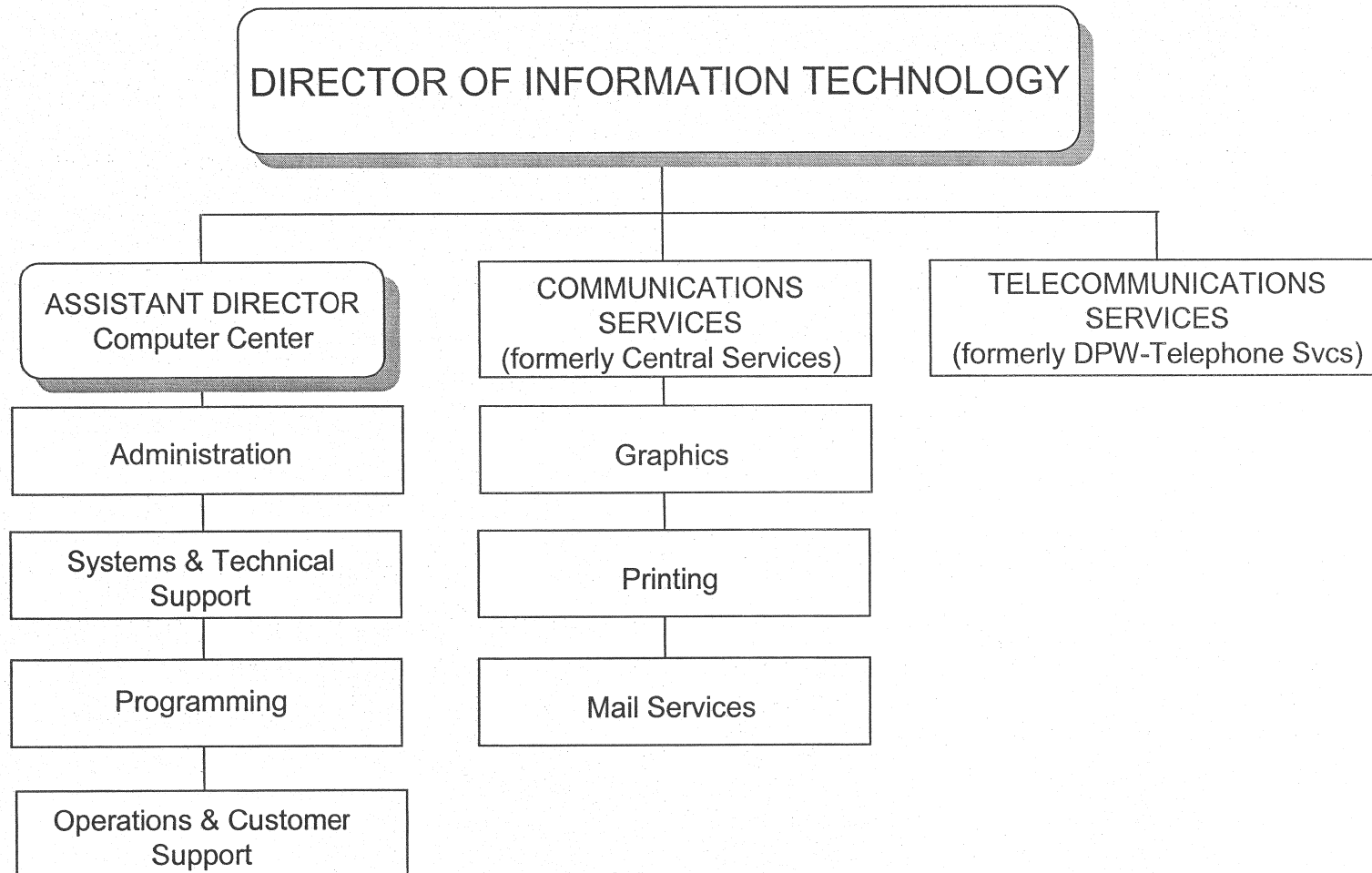
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:34 FINANCE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41 CHARGEBACK EXPENSES							
4602	INSURANCE PREMIUM CHARGEBACK	1,179	576	432	261	261	261
CHARACTER 41 SUBTOTAL		1,179	576	432	261	261	261
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	62,372	66,179	30,083	63,152	63,152	63,152
8030	SOCIAL SECURITY	43,755	48,251	29,592	49,298	49,298	49,298
8040	WORKERS COMPENSATION	4,454	4,942	3,707	4,728	4,728	4,728
8050	LIFE INSURANCE	235	312	166	312	312	312
8060	HEALTH INSURANCE	115,564	147,475	95,699	154,682	154,682	154,682
8063	DISABILITY INSURANCE	947	960	675	960	960	960
CHARACTER 80 SUBTOTAL		227,327	268,119	159,922	273,132	273,132	273,132
TYPE X SUBTOTAL		821,492	909,097	566,334	926,735	926,735	926,735
DEPARTMENT 34 SUBTOTAL		127,106,780	126,577,167	93,952,544	132,948,500	133,048,500	133,047,271

# INFORMATION TECHNOLOGY



## INFORMATION TECHNOLOGY - 37

### 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 and 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/bursing/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 of the computer systems, networks and equipment county-wide. Resolves problems, researches new technology, installs 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, 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. Administer and manage 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.

## **2008 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.
- Provide maintenance and support for all computer applications used by various County departments running on the mainframe, AS/400's, RS/6000's and servers.
- Support countywide enterprise network environment that provides applications, e-mail, information sharing, data backup and security.
- Continue replacing outdated PC's, servers and network equipment
- Ensuring all PC's will be capable of operating with our new standards and have the capacity to support that person in their job.
- Provide Internet access to all employees that have that requirement.
- Provide the County with a web site that is kept up-to-date and informative.
- Provide a County Intranet that gives county information to employees, a means to submit job requests and report problems to Information Technology.
- Be more responsive to departmental needs by having the staff to meet the expanding demands for computerization.
- Continue to train the Information Technology staff so that they can support the newer technologies being implemented.
- Continue to train County employees in the use of the technologies provided to them.
- Continue to provide high quality services from the Print shop/Graphic Services.
- To continue maintaining and developing an efficient, cost effective voice communications network.
- Successful completion of major ongoing projects, as well as upcoming department/employee relocations.

- Support network and computer systems for other local municipalities and agencies
- Support Broome County and outside agencies for police mobile computing, centralized police records and police and emergency services
- Reduce contractually obligated expenses while maintaining the quality of service our customers have come to depend on

## **2008 BUDGET HIGHLIGHTS**

- There was an increase in 4513 Software Maintenance due to the increasing cost of existing software applications and in some cases adding new software packages that the County uses. These are contractual obligations that we are required to pay in order to continue using the applications.
- There was also an increase in 4514 Hardware Maintenance due some of our older equipment such as our automated tape library system. We evaluate what equipment is critical to have on maintenance and determine if it essential to keep things functioning and how quickly we need response from vendors for repairs.
- We tried to hold costs in all other contractual lines with slight increases in some lines and decreases in others. In areas where we can control costs, we made every effort to hold costs even.

## 37 0007 INFORMATION TECHNOLOGY

37 0007 INFORMATION TECHNOLOGY		As of 9/1/2007				
<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
FULL TIME						
Chief Information Officer	J Admin	0	0	0	0	0
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
Applications Program Specialist (40)	24 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 Operator (40)	16 CSEA	3	3	3	3	3
Customer Support Representative (40)	14 CSEA	1	1	1	1	1
Secretary (40)	13 CSEA	1	1	1	1	1
Total Full-Time Positions		26	26	26	26	26
PART TIME						
Total Part-Time Positions		0	0	0	0	0
TOTAL POSITIONS		26	26	26	26	26

\*Unfunded

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS		5,600		3,400	3,400	3,400
0032	CHARGES FOR GAS			177			
0034	DATA PROCESSING SERVICES	1,009,084	1,050,000	409,458	1,142,486	1,142,486	1,142,486
0514	CHARGEBACKS-MOTOR VEH SERVICE			1,099			
CHARACTER 02	SUBTOTAL	1,009,084	1,055,600	410,734	1,145,886	1,145,886	1,145,886
TYPE R	SUBTOTAL	1,009,084	1,055,600	410,734	1,145,886	1,145,886	1,145,886
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,448,451	1,548,445	907,281	1,527,437	1,572,536	1,572,536
1600	SALARIES TEMPORARY	8,822	11,520	4,120	11,520	11,520	11,520
1700	SALARIES OVERTIME	162	2,240	92	2,320	2,320	2,320
1900	SALARIES SHIFT DIFFERENTIAL	685	200	55	200	200	200
1930	STAND-BY PAY	2,470	3,440	2,120	3,440	3,440	3,440
CHARACTER 10	SUBTOTAL	1,460,590	1,565,845	913,668	1,544,917	1,590,016	1,590,016
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2850	COMPUTER EQUIPMENT	26,534					
CHARACTER 20	SUBTOTAL	26,534					

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		3,926	1,374	3,100	3,100	3,100
4319	OFFICE SUPPLIES	2,205	2,750	1,106	2,000	2,000	2,000
4321	DPW BLDG SERVICE SUPPLIES	123	325		325	325	325
4349	MISC OPERATIONAL SUPPLIES	7,937	12,805	9,440	6,205	6,205	6,205
4359	COMPUTER SOFTWARE AND SUPPLIES	61,846	74,115	85,486	36,640	30,000	30,000
4389	COMPUTER CENTER SUPPLIES	40,450	43,317	15,005	48,994	40,000	40,000
4411	POSTAGE AND FREIGHT	126	457	121	457	457	457
4413	TELEPHONE EQUIPMENT	1					
4418	DUES AND MEMBERSHIPS	450	530	50	530	530	530
4419	GENERAL OFFICE EXPENSES	305	428		255	255	255
4448	ADVERTISING AND PROMOTION EXPENSES		1,500	1,098	1,500		
4449	OTHER OPERATIONAL EXPENSES	198		210			
4461	MILEAGE AND PARKING-LOCAL	519	1,700	415	1,200	1,200	1,200
4462	TRAVEL HOTEL AND MEALS	2,001	3,056	96	2,756	1,500	1,500
4463	EDUCATION AND TRAINING	2,369	5,350	993	3,350	2,000	2,000
4513	SOFTWARE MAINTENANCE	299,569	368,378	328,933	417,987	417,987	417,987
4514	HARDWARE MAINTENANCE	55,761	85,036	21,011	116,760	116,760	116,760
4515	SOFTWARE RENTAL	31,746	26,064	21,003	26,500	26,500	26,500
4516	HARDWARE RENTAL	44,015	158,844	103,951	155,037	155,037	155,037
4539	EMPLOYMENT GENERATING SERVICE			321			
4726	CONTRACTED DATA PROCESSING SERV	34,936	48,000	10,812	47,000	20,000	20,000
CHARACTER 40 SUBTOTAL		584,557	836,581	601,425	870,596	823,856	823,856
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	3,429	3,429	3,429	5,509	5,509	5,509
4615	GASOLINE CHARGEBACK	619	2,500	177	786	786	786
4616	FLEET SERVICE CHARGEBACK	1,446	4,396	1,099	4,414	4,414	4,414
CHARACTER 41 SUBTOTAL		5,494	10,325	4,705	10,709	10,709	10,709

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	111,413					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	111,413					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	21,749					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	21,749					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	154,761	163,951	69,949	149,689	154,109	154,109
8030	SOCIAL SECURITY	109,064	120,213	67,747	116,849	120,299	120,299
8040	WORKERS COMPENSATION	13,922	4,133	4,133	20,615	20,615	20,615
8050	LIFE INSURANCE	499	648	314	624	648	648
8060	HEALTH INSURANCE	262,142	309,012	197,897	336,598	347,521	347,521
8063	DISABILITY INSURANCE	1,290	1,320	784	1,200	1,320	1,320
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	541,678	599,277	340,824	625,575	644,512	644,512
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	2,752,015	3,012,028	1,860,622	3,051,797	3,069,093	3,069,093
		-----	-----	-----	-----	-----	-----
DIVISION 01	SUBTOTAL	-1,742,931	-1,956,428	-1,449,888	-1,905,911	-1,923,207	-1,923,207

**INFORMATION TECHNOLOGY – 37****Communications Services – 02****MISSION STATEMENT**

To deliver printing, graphic and mail services to all county departments and other designated agencies and various non-profit organizations in a cost-effective, efficient and professional manner.

**DESCRIPTION**

The Communications Services section provides a Graphic Technician, offset printing, color and black/white photocopying and mail services to all County departments, designated agencies, non-profit organizations, schools and various local governments.

**2008 OBJECTIVES**

- Continue to provide high quality services from the Print Shop/Graphic Services.

**2008 BUDGET HIGHLIGHTS**

- In May 2007 the US Postal Service put into effect the increase for all mail services. At this time we became aware of a change implemented by the post office, the Pre-sort rate was projected to rise \$.003 per piece for 2007, when the numbers were released, the increase was \$.001. This savings is now reflected in our 2008 Budget.
- Also reflected in our 2008 Budget request is a reduction in the General Office Expense line due to the fact that the Direct Imaging Equipment has now been paid in full.
- With a new contract in place for color copying, County departments are now able to request more copies without an increase to our overall budget for that line.

37 0049 INFORMATION TECHNOLOGY/Communication (Central) Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	23,085	12,000	16,720	12,000	12,000	12,000
0036	CENTRAL SERVICES CHARGES	192,136	204,960	114,360	200,000	200,000	200,000
0046	TELEPHONE CHGS - OUTSIDE USERS	103		1,892			
0049	PRINTING CHARGEBACKS	91,382	105,000	59,475	104,097	104,097	104,097
0464	OTHER LOCAL GOVERNMENTS	73,682	84,582	48,684	87,000	87,000	87,000
0559	OTHER DEPARTMENTAL CHARGEBACK	4,048	2,900	3,132	6,982	6,982	6,982
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	384,436	409,442	244,263	410,079	410,079	410,079
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	384,436	409,442	244,263	410,079	410,079	410,079
		-----	-----	-----	-----	-----	-----
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	272,261	283,582	181,658	296,020	296,020	296,020
1500	SALARIES PART-TIME	9,991	12,400	6,984	11,563	11,563	11,563
1700	SALARIES OVERTIME	244	250				
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	282,496	296,232	188,642	307,583	307,583	307,583
		-----	-----	-----	-----	-----	-----
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		1,000	499	500	500	500
4318	DUPLICATING AND PRINTING RM SUPPLIE	12,757	13,232	8,196	13,522	13,522	13,522
4319	OFFICE SUPPLIES	40,642	50,716	50,917	50,700	50,700	50,700
4349	MISC OPERATIONAL SUPPLIES	60					
4359	COMPUTER SOFTWARE AND SUPPLIES	393	1,000		14,700	14,700	14,700
4411	POSTAGE AND FREIGHT	459,575	556,000	311,279	535,000	535,000	535,000
4419	GENERAL OFFICE EXPENSES	-10,054	9,200	5,504	3,000	3,000	3,000
4449	OTHER OPERATIONAL EXPENSES			12			
4462	TRAVEL HOTEL AND MEALS		250		250	250	250
4463	EDUCATION AND TRAINING		250		250	250	250
4518	COPYING MACHINE RENTALS	18,518	80,250	41,720	65,580	65,580	65,580
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	521,891	711,898	418,127	683,502	683,502	683,502

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	2,031	2,031	2,031			
4615	GASOLINE CHARGEBACK	2,284	2,100	462	2,147	2,147	2,147
4616	FLEET SERVICE CHARGEBACK	2,410	2,198	550	2,198	2,198	2,198
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	6,725	6,329	3,043	4,345	4,345	4,345
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	51,001					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	51,001					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	7,899					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	7,899					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	30,159	31,053	14,236	29,010	29,010	29,010
8030	SOCIAL SECURITY	21,060	22,643	13,908	23,530	23,530	23,530
8040	WORKERS COMPENSATION	1,071	1,180	1,180	3,579	3,579	3,579
8050	LIFE INSURANCE	168	216	115	216	216	216
8060	HEALTH INSURANCE	83,591	96,124	72,783	117,463	117,463	117,463
8063	DISABILITY INSURANCE	1,136	1,080	759	1,080	1,080	1,080
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	137,185	152,296	102,981	174,878	174,878	174,878
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	1,007,197	1,166,755	712,793	1,170,308	1,170,308	1,170,308
		-----	-----	-----	-----	-----	-----
DIVISION 02	SUBTOTAL	-622,761	-757,313	-468,530	-760,229	-760,229	-760,229

## **INFORMATION TECHNOLOGY – 37**

### **Telecommunication Services – 04**

#### **MISSION STATEMENT**

To provide all voice and data communications 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 effectively.

#### **DESCRIPTION**

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

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

#### **2008 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.
- Continue to meet or exceed the expectations of our end-users and administration.
- 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, centralized police records and police and emergency services dispatching.
- Reduce contractually obligated expenses while maintaining the quality of service our customers have come to depend on.

#### **2008 BUDGET HIGHLIGHTS**

- Approximately 7% reduction in appropriations request compared to FY2007, 15% compared to FY2006.
- Approximately \$17K increase in our 4449 (other operational expense) line due to Telecom Management system upgrade approved for 2007, as well as increased cost of annual maintenance for new voice mail messaging system implemented in 2007

37 0056 INFORMATION TECHNOLOGY/Telecommunication Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Telecommunications Manager	25 BAPA	1	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Telephone Technician/Trainee	20/16 CSEA	<u>1</u>	<u>1</u>	<u>1</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><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>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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	120					
0046	TELEPHONE CHGS - OUTSIDE USERS	46,988	59,612	31,520	51,989	51,989	51,989
0047	TELEPHONE CHGS - COUNTY OWNED SYSTE	326,394	328,356	162,806	323,083	323,083	323,083
0464	OTHER LOCAL GOVERNMENTS	1,248					
CHARACTER 02 SUBTOTAL		374,750	387,968	194,326	375,072	375,072	375,072
TYPE R SUBTOTAL		374,750	387,968	194,326	375,072	375,072	375,072
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	125,473	128,265	82,270	132,719	132,719	132,719
1700	SALARIES OVERTIME	175	585	60	620	620	620
CHARACTER 10 SUBTOTAL		125,648	128,850	82,330	133,339	133,339	133,339
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2850	COMPUTER EQUIPMENT	32,229	20,550				
CHARACTER 20 SUBTOTAL		32,229	20,550				

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		325		395	395	395
4318	DUPLICATING AND PRINTING RM SUPPLIE			125			
4319	OFFICE SUPPLIES	393	565	9	565	565	565
4359	COMPUTER SOFTWARE AND SUPPLIES	85,727	5,288	1,297	4,250	4,250	4,250
4411	POSTAGE AND FREIGHT	-89	450	99	450	450	450
4412	TELEPHONE	22,111	39,276	15,859	24,216	24,216	24,216
4413	TELEPHONE EQUIPMENT	525,882	588,718	340,391	550,356	550,356	550,356
4414	TELEPHONE LOCAL CALLS	56,077	75,000	32,361	65,000	65,000	65,000
4415	TELEPHONE LONG DISTANCE	32,347	45,000	21,330	42,000	42,000	42,000
4418	DUES AND MEMBERSHIPS	55	270	115	270	270	270
4449	OTHER OPERATIONAL EXPENSES	56,870	49,415	24,442	66,400	66,400	66,400
4461	MILEAGE AND PARKING-LOCAL	95	50		50	50	50
4462	TRAVEL HOTEL AND MEALS		1,200		1,200	1,200	1,200
4463	EDUCATION AND TRAINING	49	1,895		1,495	1,495	1,495
4516	HARDWARE RENTAL	2,200	2,400	1,400	2,400	2,400	2,400
CHARACTER 40	SUBTOTAL	781,717	809,852	437,428	759,047	759,047	759,047
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK				825	825	825
4615	GASOLINE CHARGEBACK	1,771	2,500	422	2,039	2,039	2,039
4616	FLEET SERVICE CHARGEBACK	3,857	4,396	1,099	4,414	4,414	4,414
CHARACTER 41	SUBTOTAL	5,628	6,896	1,521	7,278	7,278	7,278

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	13,377	13,517	6,211	13,704	13,704	13,704
8030	SOCIAL SECURITY	9,240	9,857	6,035	10,153	10,153	10,153
8040	WORKERS COMPENSATION				2,221	2,221	2,221
8050	LIFE INSURANCE	38	48	26	48	48	48
8060	HEALTH INSURANCE	33,562	37,419	26,378	41,449	41,449	41,449
8063	DISABILITY INSURANCE	129	120	84	120	120	120
CHARACTER 80 SUBTOTAL		56,346	60,961	38,734	67,695	67,695	67,695
TYPE X SUBTOTAL		1,001,568	1,027,109	560,013	967,359	967,359	967,359
DIVISION 04 SUBTOTAL		-626,818	-639,141	-365,687	-592,287	-592,287	-592,287
DEPARTMENT 37 SUBTOTAL		-2,992,510	-3,352,882	-2,284,105	-3,258,427	-3,275,723	-3,275,723

# 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 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.

### **2008 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.
- Continue developing the "Law File" as a countywide management tool.
- Completion and refinement of the case/document management system by initiating the transfer to digital files.
- Assist County Administration and Legislature in County's economic development initiatives.

### **2008 BUDGET HIGHLIGHTS**

- Increase legal fees line to accommodate the cost of major case litigation by outside counsel.
- Shift resources from hard copy library to online research.
- .

39 0005 LAW (County Attorney)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	1	2	2	2	2
Keyboard Specialist	9 Admin	<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>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b><u>PART TIME</u></b>						
Secretary	14 Admin	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Part-Time Positions</b>		<b>1</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>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	2,668					
0041	COUNTY ATTORNEY FEES & CHARGES	55,386	117,500	38,246	154,875	154,875	154,875
0127	OTHER CHARGES	4	10,000	-500	10,000	10,000	10,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02 SUBTOTAL		58,058	127,500	37,746	164,875	164,875	164,875
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,360		1,190	1,360	1,360	1,360
		-----	-----	-----	-----	-----	-----
CHARACTER 07 SUBTOTAL		1,360		1,190	1,360	1,360	1,360
		-----	-----	-----	-----	-----	-----
TYPE R SUBTOTAL		59,418	127,500	38,936	166,235	166,235	166,235
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	574,966	591,150	389,364	641,106	641,106	641,106
1500	SALARIES PART-TIME	19,677	20,941	5,961			
1600	SALARIES TEMPORARY	12,932	19,500	9,616	19,500	19,500	19,500
1900	SALARIES SHIFT DIFFERENTIAL	1,000					
1950	SALARY ADJUSTMENTS		7,689		3,388	3,388	3,388
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		608,575	639,280	404,941	663,994	663,994	663,994

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	22,198	33,000	14,247	30,000	30,000	30,000
4319	OFFICE SUPPLIES	3,024	6,850	2,174	6,850	6,850	6,850
4359	COMPUTER SOFTWARE AND SUPPLIES	2,095	4,000	2,828	4,000	4,000	4,000
4411	POSTAGE AND FREIGHT	581	750	370	750	750	750
4418	DUES AND MEMBERSHIPS	1,920	3,000	975	3,000	3,000	3,000
4419	GENERAL OFFICE EXPENSES	367	485	310	485	485	485
4448	ADVERTISING AND PROMOTION EXPENSES		485				
4461	MILEAGE AND PARKING-LOCAL	37	100	55	100	100	100
4462	TRAVEL HOTEL AND MEALS	523	3,395	897	3,250	3,250	3,250
4463	EDUCATION AND TRAINING	1,708	3,790	878	3,500	3,500	3,500
4469	OTHER PERSONAL EXPENSES	158	150		150	150	150
4518	COPYING MACHINE RENTALS	1,080	3,000	1,952	3,000	3,000	3,000
4726	CONTRACTED DATA PROCESSING SERV	11,350	10,000	5,526	10,000	10,000	10,000
4731	JUROR FEES AND COURT EXPENSES	1,907	2,000	1,318	2,500	2,500	2,500
4735	INVESTIGATIONS EXPENSES	1,465	2,000	2,711	2,000	2,000	2,000
4736	LEGAL CHARGES AND FEES	62,677	76,000	55,003	100,000	100,000	100,000
4739	STENOGRAPHIC SERVICES	11,753	7,000	5,217	12,000	12,000	12,000
		-----	-----	-----	-----	-----	-----
CHARACTER 40 SUBTOTAL		122,843	156,005	94,461	181,585	181,585	181,585
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	270	211	158	284	284	284
		-----	-----	-----	-----	-----	-----
CHARACTER 41 SUBTOTAL		270	211	158	284	284	284

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,786					
CHARACTER 60	SUBTOTAL	1,786					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	62					
CHARACTER 70	SUBTOTAL	62					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	63,573	67,189	29,690	65,932	65,932	65,932
8030	SOCIAL SECURITY	45,187	48,905	29,683	50,657	50,657	50,657
8040	WORKERS COMPENSATION	5,109	5,350	4,184	3,974	3,974	3,974
8050	LIFE INSURANCE	210	264	139	264	264	264
8060	HEALTH INSURANCE	109,460	140,331	97,872	148,474	148,474	148,474
CHARACTER 80	SUBTOTAL	223,539	262,039	161,568	269,301	269,301	269,301
TYPE X	SUBTOTAL	957,075	1,057,535	661,128	1,115,164	1,115,164	1,115,164
DIVISION 02	SUBTOTAL	-897,657	-930,035	-622,192	-948,929	-948,929	-948,929
DEPARTMENT 39	SUBTOTAL	-957,978	-915,981	-996,798	-941,829	-941,829	-941,829

## **LAW – DSS LEGAL UNIT - 39**

### **MISSION STATEMENT**

Provide exemplary legal representation and counsel, to effectively support the many programs that are 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 2005, Legal Unit Family Court appearances totaled 6,751. Complex Family Court cases involving child abuse, child neglect, and foster children accounted for 2,247 attorney appearances.

Revenue producing cases seeking reimbursement for public assistance and Medicaid expenditures accounted for 4,504 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.

Despite budget cuts which reduced DSS' staffing, reorganizations within DSS, turnover of DSS administrative and line staff, and state and federal legislative changes that make recoveries of Medicaid expenditures more difficult, the Legal Unit continues to be extremely revenue positive. Non-child support collections involving personal injury, property, mortgage, and estate claims for 2005 totaled

\$1,633,515.08. The Legal Unit's 2005 record high collections were a significant accomplishment, as 2005 was the "base year" for NY State's Medicaid Cap. Consequently, Broome's base year for future Medicaid expenditure calculations has been reduced, thereby forever reducing Broome's Medicaid expenditures. For 2006, it is projected Legal Unit non-child support collections will increase to a record high \$1,825,000. For 2007, child support collections representing recoveries of Public Assistance expenditures are projected to total an additional \$2,400,000. Overall, Legal Unit 2007 collections are anticipated to total \$4,155,000. 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.

### **2008 OBJECTIVES**

- Assure compliance with NY State's recently enacted permanency legislations, which requires more frequent Legal Unit Family Court appearances to review the status of over 300 children placed in Broome Social Services' foster care.
- Implement digital imaging initiative through private Hoyt Foundation grant funds, thereby creating digital files to more effectively prosecute Legal Unit child abuse and other litigation cases.
- Successfully facilitate Broome County's participation in NY States Medicaid Provider fraud initiative.

- Maintain compliance with Federal Title IV-E standards, by assuring legally compliant 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

#### **2008 BUDGET HIGHLIGHTS**

- Legal Unit digital imaging initiative, implemented through successfully obtaining private grant funds, will be maintained through ongoing licensing agreements.
- Essential legal research will be provided through transition to internet based subscription service

39 0021 LAW/DSS Legal Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>
<b><u>FULL TIME</u></b>					
Deputy County Attorney	AT-5	1	1	1	1
Senior Assistant County Attorney	AT-3	2	2	2	2
Assistant County Attorney II	AT-2	2	2	2	2
Assistant County Attorney	AT-1	1	1	1	1
Office Manager	16 Admin	1	1	1	1
Paralegal	15 Admin	2	2	2	2
Secretary	14 Admin	1	1	1	1
Keyboard Specialist	9 Admin	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</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>TOTAL POSITIONS</b>		<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

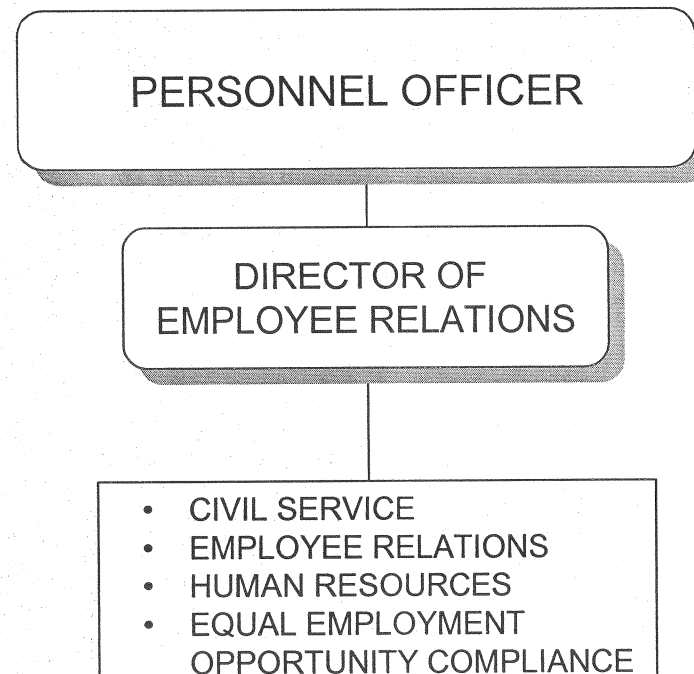
SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0045	CHARGEBACKS - D S S	781,936	898,926	184,750	940,892	940,892	940,892
CHARACTER 02 SUBTOTAL		781,936	898,926	184,750	940,892	940,892	940,892
TYPE R SUBTOTAL		781,936	898,926	184,750	940,892	940,892	940,892
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	592,514	597,245	389,663	615,300	615,300	615,300
1950	SALARY ADJUSTMENTS		7,275		7,720	7,720	7,720
CHARACTER 10 SUBTOTAL		592,514	604,520	389,663	623,020	623,020	623,020
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	6,146	12,800	6,218	12,800	12,800	12,800
4319	OFFICE SUPPLIES	2,726	12,770	11,096	12,770	12,770	12,770
4359	COMPUTER SOFTWARE AND SUPPLIES	1,288		994	149	149	149
4411	POSTAGE AND FREIGHT	447	500	309	500	500	500
4418	DUES AND MEMBERSHIPS	1,255	1,400		1,400	1,400	1,400
4419	GENERAL OFFICE EXPENSES		1,000	79	1,000	1,000	1,000
4448	ADVERTISING AND PROMOTION EXPENSES	439	1,500	69	1,500	1,500	1,500
4461	MILEAGE AND PARKING-LOCAL		200		200	200	200
4462	TRAVEL HOTEL AND MEALS	2,590	3,000	1,271	3,000	3,000	3,000
4463	EDUCATION AND TRAINING	915	2,200	145	2,200	2,200	2,200
4469	OTHER PERSONAL EXPENSES	153	120	60	120	120	120
4513	SOFTWARE MAINTENANCE		1,820		1,820	1,820	1,820
4514	HARDWARE MAINTENANCE		950		950	950	950
4734	WITNESS EXPENSES	3,724	2,500	1,433	2,500	2,500	2,500
4736	LEGAL CHARGES AND FEES	10,995	12,000	5,938	12,000	12,000	12,000
4739	STENOGRAPHIC SERVICES		500		500	500	500
CHARACTER 40 SUBTOTAL		30,678	53,260	27,612	53,409	53,409	53,409

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	7,100	7,100				
4602	INSURANCE PREMIUM CHARGEBACK	269	211	158	211	211	211
4617	DUPLICATING/PRINTING CHARGEBACK			106			
4618	OFFICE SUPPLIES CHARGEBACK	2,568	4,200	3,175	4,200	4,200	4,200
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	9,937	11,511	3,439	4,411	4,411	4,411
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	63,169	62,984	29,485	61,289	61,289	61,289
8030	SOCIAL SECURITY	43,632	45,583	28,550	47,844	47,844	47,844
8040	WORKERS COMPENSATION	5,108	5,579	4,184	5,746	5,746	5,746
8050	LIFE INSURANCE	211	264	141	264	264	264
8060	HEALTH INSURANCE	90,902	101,171	76,282	137,809	137,809	137,809
8070	UNEMPLOYMENT INSURANCE	6,106					
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	209,128	215,581	138,642	252,952	252,952	252,952
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	842,257	884,872	559,356	933,792	933,792	933,792
		-----	-----	-----	-----	-----	-----
DIVISION 01	SUBTOTAL	-60,321	14,054	-374,606	7,100	7,100	7,100

# 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) villages, 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, villages,

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 provides 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. Efforts are underway County-wide to expand this shared service philosophy of the current administration.

4. **EEOC-** The Equal Employment Opportunity Compliance Officer (EEOCO) is responsible for assisting Broome County officials, managers and employees in achieving the goals of equal employment opportunity within County government. This involved the on-going review of County policies and procedures to insure compliance with all applicable state federal and local equal employment opportunity laws and regulations. The EEOCO works closely with County departments, general contractors and project managers involved in the administration of Broome County's Disadvantaged Business Enterprise (DBE) program. The EEOCO also supports the administration and promotion of the Minority/Women's Business Program. Additional responsibilities include the development and implementation of training programs to meet departmental needs in areas such as sexual harassment and compliance with the Americans with Disabilities Act (ADA); development of outreach and hiring strategies and attract protected class candidates to County employment; review and analysis of County employment processes to insure EEO compliance; investigation of allegations of discrimination in County

employment; staff development training to increase awareness of legislative EEO requirements; and identification obstacles to minority/women owned business participation in Broome County projects.

### III. **2008 OBJECTIVES**

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
- Explore possibility of accepting electronic signatures for official document submission on-line
- Update website and expand on available material (in process)
- 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. IT exams) 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

### IV. **2008 BUDGET HIGHLIGHTS**

- A continuing budget has been requested
- Reduction of part time clerk hours to 18

## 40 0002 PERSONNEL

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Personnel Officer	H Admin	1	1	1	1	1
Director of Employee Relations	E Admin	1	1	1	1	1
Equal Opportunity Compliance Coordinator	18 Admin	1	1	1	1	1
Senior Personnel Associate	18 Admin	1	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	<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>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b><u>PART TIME</u></b>						
Clerk	7 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>13</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:40 PERSONNEL

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0022	HEALTH CARE ADMINISTRATION	48,535	48,535		52,097	52,097	52,097
0494	CIVIL SERVICE APPLICATION FEE	16,295	20,000	7,736	20,000	20,000	20,000
CHARACTER 02 SUBTOTAL		64,830	68,535	7,736	72,097	72,097	72,097
TYPE R SUBTOTAL		64,830	68,535	7,736	72,097	72,097	72,097
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	483,032	544,178	324,469	557,198	557,198	557,198
1500	SALARIES PART-TIME	51,071	11,213	23,986	10,702	10,702	10,702
1600	SALARIES TEMPORARY	2,984	2,800	1,597	2,800	2,800	2,800
1700	SALARIES OVERTIME	258		208	300	300	300
CHARACTER 10 SUBTOTAL		537,345	558,191	350,260	571,000	571,000	571,000
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	2,343	900	579	700	700	700
4319	OFFICE SUPPLIES	3,226	3,000	3,018	2,500	2,500	2,500
4346	TRAINING AND EDUCATIONAL SUPPLIES	259					
4359	COMPUTER SOFTWARE AND SUPPLIES	195	1,000	260	700	700	700
4418	DUES AND MEMBERSHIPS	100	500	300	300	300	300
4419	GENERAL OFFICE EXPENSES	708	2,500	757	400	400	400
4448	ADVERTISING AND PROMOTION EXPENSES	1,874	500	67	400	400	400
4461	MILEAGE AND PARKING-LOCAL	153	250		200	200	200
4462	TRAVEL HOTEL AND MEALS	2,048	3,000	2,749	3,300	2,000	2,000
4463	EDUCATION AND TRAINING	1,350	1,500	1,675	1,200	1,200	1,200
4464	MANAGEMENT TRAINING PROGRAM		2,000		1,500	1,500	1,500
4469	OTHER PERSONAL EXPENSES		100		100	100	100
4518	COPYING MACHINE RENTALS	-167			1,300	1,300	1,300
4747	OTHER FEES FOR SERVICES	1,588	5,000	1,850	4,000	4,000	4,000
CHARACTER 40 SUBTOTAL		13,677	20,250	11,255	16,600	15,300	15,300

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:40 PERSONNEL

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	517	414	311	409	409	409
4614	OTHER CHARGEBACK EXPENSES	2,040	1,744	3,000	2,145	2,145	2,145
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	2,557	2,158	3,311	2,554	2,554	2,554
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	735					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	735					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	85					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	85					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	56,964	58,099	26,344	55,957	55,957	55,957
8030	SOCIAL SECURITY	38,903	42,488	25,052	43,682	43,682	43,682
8040	WORKERS COMPENSATION	3,859	4,310	3,233	4,334	4,334	4,334
8050	LIFE INSURANCE	250	336	166	336	336	336
8060	HEALTH INSURANCE	131,346	169,809	115,539	182,734	182,734	182,734
8081	EMPLOYEE TUITION REIMBURSEMENT	13,818	28,000	11,601	20,000	20,000	20,000
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	245,140	303,042	181,935	307,043	307,043	307,043
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	799,539	883,641	546,761	897,197	895,897	895,897
		-----	-----	-----	-----	-----	-----
DEPARTMENT 40	SUBTOTAL	-734,709	-815,106	-539,025	-825,100	-823,800	-823,800

# PUBLIC DEFENDER

## PUBLIC DEFENDER

- LEGAL REPRESENTATION
  - Pretrial
  - Court
  - Probation
  - Parole
  - Appellate
  - Sex Offender
  - Risk Assessment
- INVESTIGATION
- ADMINISTRATION

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### GRANTS

- Aid to Defense

**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.

**2008 OBJECTIVES**

- Insure sufficient resources to provide effective representation.

**2008 BUDGET HIGHLIGHTS**

- Continuing Budget Request and Contingency Plan.
- 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.

## 53 0006 PUBLIC DEFENDER

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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	4
Assistant Public Defender I	AT-1	2	2	2	2	2
Chief Investigator - Public Defender	27 Admin	1	1	1	1	1
Investigator - Public Defender	21 Admin	1	1	1	1	1
Stenographic Secretary	13 CSEA	2	2	2	2	2
Intake Specialist	11 CSEA	3	3	3	3	3
Keyboard Specialist	8 CSEA	2	2	2	2	2
Receptionist Typist	6 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</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>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:53 PUBLIC DEFENDER

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0039	PUBLIC DEFENDER SERVICES	875	1,500	1,226	1,500	1,500	1,500
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	875	1,500	1,226	1,500	1,500	1,500
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			82			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL			82			
CHARACTER :08	STATE AID						
0242	INDIGENT PAROLEES	5,120	10,000	16,645	10,000	10,000	10,000
0264	MAJOR OFFENCE PUBLIC DEFENDER	28,634	27,834	5,325	27,834	27,834	27,834
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	33,754	37,834	21,970	37,834	37,834	37,834
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	34,629	39,334	23,278	39,334	39,334	39,334
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,083,656	1,075,413	726,032	1,175,924	1,175,924	1,175,924
1600	SALARIES TEMPORARY	5,647		3,240			
1950	SALARY ADJUSTMENTS		18,785		18,393		
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	1,089,303	1,094,198	729,272	1,194,317	1,175,924	1,175,924

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:53 PUBLIC DEFENDER

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	23,686	25,840	9,524	19,000	19,000	19,000
4319	OFFICE SUPPLIES	12,367	19,000	5,231	16,000	16,000	16,000
4326	FUEL AND HEATING SUPPLIES	4,068	8,074	3,529	8,478	8,478	8,478
4342	PHOTOGRAPHIC SUPPLIES	144	500		250	250	250
4347	GAS OIL GREASE AND DIESEL FUEL		100		50	50	50
4359	COMPUTER SOFTWARE AND SUPPLIES	1,279		502			
4363	MEDICAL LAB & CLINIC SUPPLIES		125				
4411	POSTAGE AND FREIGHT	299	250		350	350	350
4418	DUES AND MEMBERSHIPS	755	650	635			
4419	GENERAL OFFICE EXPENSES	5,890	7,000	334	6,000	6,000	6,000
4422	BUILDING AND LAND RENTAL	137,544	137,544	91,696	137,544	137,544	137,544
4427	ELECTRIC CURRENT	12,758	21,047	10,859	21,047	21,047	21,047
4429	BUILDING AND GROUNDS EXPENSES	6,289	7,500	3,805	7,000	7,000	7,000
4442	PHOTOGRAPHIC EXPENSES	169	175		175	175	175
4461	MILEAGE AND PARKING-LOCAL	13,875	13,750	7,786	16,000	16,000	16,000
4462	TRAVEL HOTEL AND MEALS	2,169	2,250	2,133	1,250	1,250	1,250
4463	EDUCATION AND TRAINING	4,057	4,250	3,480	2,000	2,000	2,000
4469	OTHER PERSONAL EXPENSES	240	300	60	200	200	200
4518	COPYING MACHINE RENTALS	1,491	5,550	2,929	5,550	5,550	5,550
4734	WITNESS EXPENSES	9,111	8,000	11,190	15,000	15,000	15,000
4736	LEGAL CHARGES AND FEES		3,750	1,008	3,750	3,750	3,750
4739	STENOGRAPHIC SERVICES	487	1,750	761	1,750	1,750	1,750
CHARACTER 40 SUBTOTAL		236,678	267,405	155,462	261,394	261,394	261,394
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	4,903	6,028	4,521	4,978	4,978	4,978
4610	PERSONAL SERVICES CHARGEBACKS	34		87	34	34	34
4615	GASOLINE CHARGEBACK	2,129	2,200	574	2,696	2,696	2,696
4616	FLEET SERVICE CHARGEBACK	5,785	4,396	1,099	4,415	4,415	4,415
CHARACTER 41 SUBTOTAL		12,851	12,624	6,281	12,123	12,123	12,123

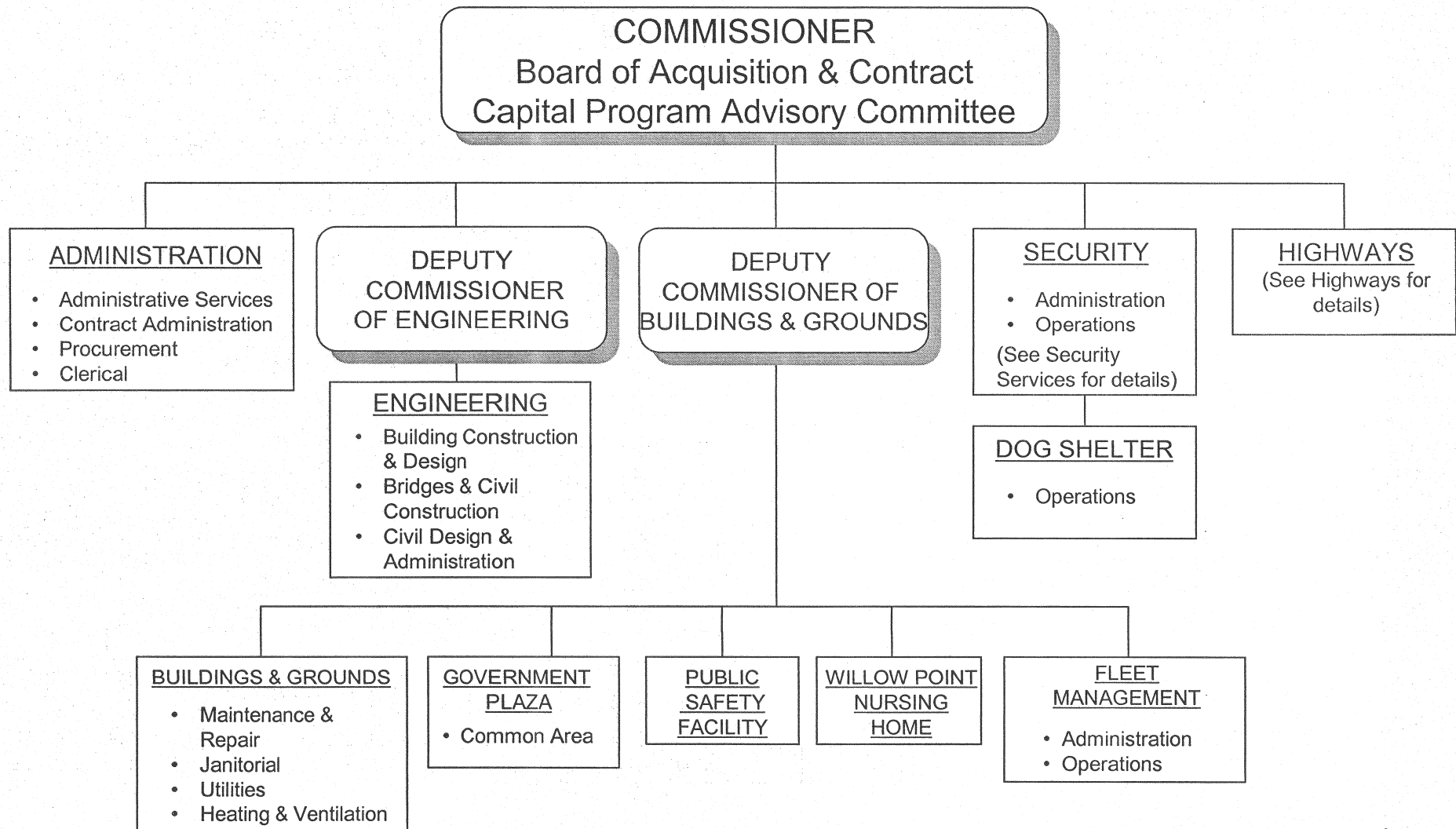
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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:53 PUBLIC DEFENDER

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	2,516					
CHARACTER 60 SUBTOTAL		2,516					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	413					
CHARACTER 70 SUBTOTAL		413					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	115,663	117,828	55,109	115,242	115,242	115,242
8030	SOCIAL SECURITY	81,248	85,919	53,872	89,958	89,958	89,958
8040	WORKERS COMPENSATION	8,479	9,638	7,229	8,818	8,818	8,818
8050	LIFE INSURANCE	397	504	266	504	504	504
8060	HEALTH INSURANCE	157,335	183,677	132,686	213,097	213,097	213,097
8063	DISABILITY INSURANCE	1,022	960	645	960	960	960
8070	UNEMPLOYMENT INSURANCE	1,004		351			
CHARACTER 80 SUBTOTAL		365,148	398,526	250,158	428,579	428,579	428,579
TYPE X SUBTOTAL		1,706,909	1,772,753	1,141,173	1,896,413	1,878,020	1,878,020
DEPARTMENT 53 SUBTOTAL		-1,672,280	-1,733,419	-1,117,895	-1,857,079	-1,838,686	-1,838,686

# PUBLIC WORKS



**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.

**2008 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Commissioner of Public Works *	I Admin	1	1	1	1	1
Director of Public Works Administration	24 Admin	1	0	0	0	0
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>3</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</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>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

\* Position is a shared position and funding with the Department of Parks and Recreation.

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0559	OTHER DEPARTMENTAL CHARGEBACK	55,347	64,981		46,168	46,168	46,168
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	55,347	64,981		46,168	46,168	46,168
CHARACTER :08	STATE AID						
0460	OTHER STATE AID	2,762					
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	2,762					
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	58,109	64,981		46,168	46,168	46,168
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	168,320	174,833	70,796	110,734	110,734	110,734
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	168,320	174,833	70,796	110,734	110,734	110,734
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	109					
4319	OFFICE SUPPLIES	2,094	1,000	474	1,000	1,000	1,000
4341	MOTOR EQUIPMENT SUPPLIES	16					
4359	COMPUTER SOFTWARE AND SUPPLIES			130			
4411	POSTAGE AND FREIGHT	21	25		25	25	25
4418	DUES AND MEMBERSHIPS	1,140	1,200	861	1,200	1,200	1,200
4461	MILEAGE AND PARKING-LOCAL		25		25	25	25
4462	TRAVEL HOTEL AND MEALS		500	117	500	500	500
4463	EDUCATION AND TRAINING		750	303	750	750	750
4518	COPYING MACHINE RENTALS	-649	1,717	1,070	1,717	1,717	1,717
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	2,731	5,217	2,955	5,217	5,217	5,217

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	17,675	19,481	9,741	16,176	16,176	16,176
4616	FLEET SERVICE CHARGEBACK	1,000					
4626	TRANSPORTATION SERVICES CHARGEBACKS	7,514					
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	26,189	19,481	9,741	16,176	16,176	16,176
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	2,141					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	2,141					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	286					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	286					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	25,462	18,342	5,345	10,979	10,979	10,979
8030	SOCIAL SECURITY	12,168	13,375	4,966	8,571	8,571	8,571
8040	WORKERS COMPENSATION	1,003	1,689	1,267	1,363	1,363	1,363
8050	LIFE INSURANCE	58	72	26	48	48	48
8060	HEALTH INSURANCE	44,261	53,580	35,847	56,331	56,331	56,331
8063	DISABILITY INSURANCE	129	120	84	120	120	120
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	83,081	87,178	47,535	77,412	77,412	77,412
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	282,748	286,709	131,027	209,539	209,539	209,539
		-----	-----	-----	-----	-----	-----
DIVISION 01	SUBTOTAL	-224,639	-221,728	-131,027	-163,371	-163,371	-163,371

## **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 Building Code enforcement/inspection for County facilities. Ancillary services

include feasibility studies, cost estimating, analysis reports, and planning and scheduling.

#### **2008 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.

#### **2008 BUDGET HIGHLIGHTS**

- Budget complies with the "Continuing Budget" requested by the Budget Director.

03 0023 PUBLIC WORKS/Engineering

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</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	5	5	5	4	4
Assistant Engineer	17 CSEA	2	2	2	2	2
Principal Account Clerk	9 CSEA	1	0	0	0	0
Clerk	6CSEA	<u>0</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>12</b>	<b>12</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>12</b>	<b>12</b>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	7,377					
CHARACTER 07 SUBTOTAL		7,377					
TYPE R SUBTOTAL		7,377					
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	635,169	742,048	431,073	710,393	710,393	710,393
1600	SALARIES TEMPORARY	7,970	6,782	8,087	6,480	6,480	6,480
1700	SALARIES OVERTIME	19,211	10,500	6,582	6,940	6,940	6,940
CHARACTER 10 SUBTOTAL		662,350	759,330	445,742	723,813	723,813	723,813
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,959	3,771	741	3,771	3,771	3,771
4318	DUPLICATING AND PRINTING RM SUPPLIE	132	4,200		4,200	4,200	4,200
4319	OFFICE SUPPLIES	1,391	3,500	1,677	3,500	3,500	3,500
4342	PHOTOGRAPHIC SUPPLIES	105	350	5	350	350	350
4343	ENGINEERING SUPPLIES	1,751	3,544	289	3,544	3,544	3,544
4347	GAS OIL GREASE AND DIESEL FUEL		906				
4349	MISC OPERATIONAL SUPPLIES	843			906	906	906
4358	SAFETY SUPPLIES	552	730	828	730	730	730
4359	COMPUTER SOFTWARE AND SUPPLIES	15,654	16,060	10,535	16,060	16,060	16,060
4411	POSTAGE AND FREIGHT	86	400	85	400	400	400
4418	DUES AND MEMBERSHIPS	165	320	175	320	320	320
4419	GENERAL OFFICE EXPENSES			746			
4442	PHOTOGRAPHIC EXPENSES		38		38	38	38
4443	ENGINEERING EXPENSES	575	500		500	500	500
4448	ADVERTISING AND PROMOTION EXPENSES	440	1,000		1,000	1,000	1,000
4449	OTHER OPERATIONAL EXPENSES	180	2,450		2,400	2,400	2,400
4461	MILEAGE AND PARKING-LOCAL	5	700		715	715	715
4462	TRAVEL HOTEL AND MEALS	32	500	334	500	500	500
4463	EDUCATION AND TRAINING	115	2,650	250	2,650	2,650	2,650
4746	ENGINEERING AND ARCHITECTURAL SERV	5,308	5,000	5,177			
CHARACTER 40 SUBTOTAL		29,293	46,619	20,842	41,584	41,584	41,584

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK			4,870			
4615	GASOLINE CHARGEBACK	5,497	6,000	1,380	6,523	6,523	6,523
4616	FLEET SERVICE CHARGEBACK	11,570	13,188	3,297	13,243	13,243	13,243
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	17,067	19,188	9,547	19,766	19,766	19,766
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	69,728	79,948	32,995	70,377	70,377	70,377
8030	SOCIAL SECURITY	49,231	58,089	32,874	56,524	56,524	56,524
8040	WORKERS COMPENSATION	3,008	5,305	3,725	6,128	6,128	6,128
8050	LIFE INSURANCE	211	312	147	288	288	288
8060	HEALTH INSURANCE	196,108	242,768	152,499	243,468	243,468	243,468
8063	DISABILITY INSURANCE	1,032	1,200	714	1,200	1,200	1,200
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	319,318	387,622	222,954	377,985	377,985	377,985
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	1,028,028	1,212,759	699,085	1,163,148	1,163,148	1,163,148
		-----	-----	-----	-----	-----	-----
DIVISION 02	SUBTOTAL	-1,020,651	-1,212,759	-699,085	-1,163,148	-1,163,148	-1,163,148

**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.

**2008 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.

**2008 BUDGET HIGHLIGHTS**

- Continue maintenance philosophy to be pro-active vs. responsive.
- Increase interdepartmental sharing of assets, both manpower and equipment.

03 0031 PUBLIC WORKS/Building & Grounds  
1468

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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	2	1	1
Senior Maintenance Mechanic	AFSCME	12	12	11	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><u>PART TIME</u></b>						
Custodial Worker	AFSCME	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
<b>Total Part-Time Positions</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</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 :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :03 BUILDING AND GROUNDS

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	1,500					
0028	BUILDING SERVICE CHARGEBACKS	85,219	204,000	34,632	189,000	189,000	196,500
0044	RENTAL CHARGEBACKS	60,425	60,430		60,430	60,430	60,430
0176	REIMBURSEMENT - GOVERNMENT PLAZA	133,814	176,000	29,435	176,000	176,000	176,000
0622	MISCELLANEOUS	1,188					
0640	BUILDING SERVICES - OUTSIDE USERS	65,607	52,000	12,789	52,000	52,000	52,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	347,753	492,430	76,856	477,430	477,430	484,930
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0211	MINOR SALES - PUBLIC WORKS	4,726	1,000	3,401	1,000	1,000	1,000
0213	SALE OF EQUIPMENT	632					
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL	5,358	1,000	3,401	1,000	1,000	1,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0229	TRANSFER FROM INSURANCE RESERVE	40,539		4,796			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	40,539		4,796			
CHARACTER :08	STATE AID						
0589	STATE AID - COURT FACILITIES	491,460	400,000	369,959	400,000	400,000	400,000
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	491,460	400,000	369,959	400,000	400,000	400,000
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	885,110	893,430	455,012	878,430	878,430	885,930

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,498,890	1,529,274	993,364	1,570,978	1,570,978	1,570,978
1500	SALARIES PART-TIME	38,594	60,169	18,030			50,182
1600	SALARIES TEMPORARY	32,889	18,200	40,008	32,000	32,000	32,000
1700	SALARIES OVERTIME	33,038	52,000	38,719	52,000	52,000	52,000
1900	SALARIES SHIFT DIFFERENTIAL		4,000	1,737	4,000	4,000	4,000
1910	OUT OF TITLE PAY	13,216	12,000	10,663	14,000	14,000	14,000
1940	OTHER PERSONNEL SERVICES	7,300	8,000	9,150	8,000	8,000	8,000
CHARACTER 10 SUBTOTAL		1,623,927	1,683,643	1,111,671	1,680,978	1,680,978	1,731,160
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2480	LAW ENFORCEMENT EQUIPMENT			58,183			
CHARACTER 20 SUBTOTAL				58,183			
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	482	800	114	800	800	800
4319	OFFICE SUPPLIES	1,645	6,000	1,530	6,000	5,500	5,500
4323	BLDG MAINTENANCE SUPPLIES	130,580	149,000	82,082	174,000	149,000	149,000
4326	FUEL AND HEATING SUPPLIES	428,501	464,200	289,413	570,182	570,182	520,000
4329	BLDG AND GROUNDS SUPPLIES	64,116	92,000	52,092	92,000	92,000	92,000
4331	FOOD AND BEVERAGES	269		134			
4341	MOTOR EQUIPMENT SUPPLIES	2,051	6,300	743	6,200	6,200	6,200
4346	TRAINING AND EDUCATIONAL SUPPLIES	265	3,000		3,000	3,000	3,000
4347	GAS OIL GREASE AND DIESEL FUEL	7,400	4,500	118	4,500	4,500	4,500
4348	TIRES AND TUBES	875					
4349	MISC OPERATIONAL SUPPLIES	20,900	26,000	15,976	26,000	20,000	20,000
4356	UNIFORMS	12,433	21,500	2,581	21,500	21,500	21,500
4358	SAFETY SUPPLIES	7,824	10,000	5,233	12,000	12,000	12,000
4359	COMPUTER SOFTWARE AND SUPPLIES	4,226	7,000	2,052	7,000	7,000	7,000
4411	POSTAGE AND FREIGHT	227	400	183	600	600	600
4418	DUES AND MEMBERSHIPS	50	100	100	100	100	100
4421	DPW BUILDING SERVICE EXPENSES	249	200		200	200	200
4423	BLDG GROUNDS AND EQUIP REPAIR	104,907	45,200	11,483	45,200	45,200	45,200
4425	WATER AND SEWAGE CHARGES	129,719	140,250	43,235	140,250	140,250	140,250
4426	HEATING AND AIR COND PLANT EXP	25,213	10,000	175	10,000	10,000	10,000
4427	ELECTRIC CURRENT	722,703	795,000	474,333	818,850	818,850	818,850
4429	BUILDING AND GROUNDS EXPENSES	264,125	280,000	109,004	280,000	280,000	280,000

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

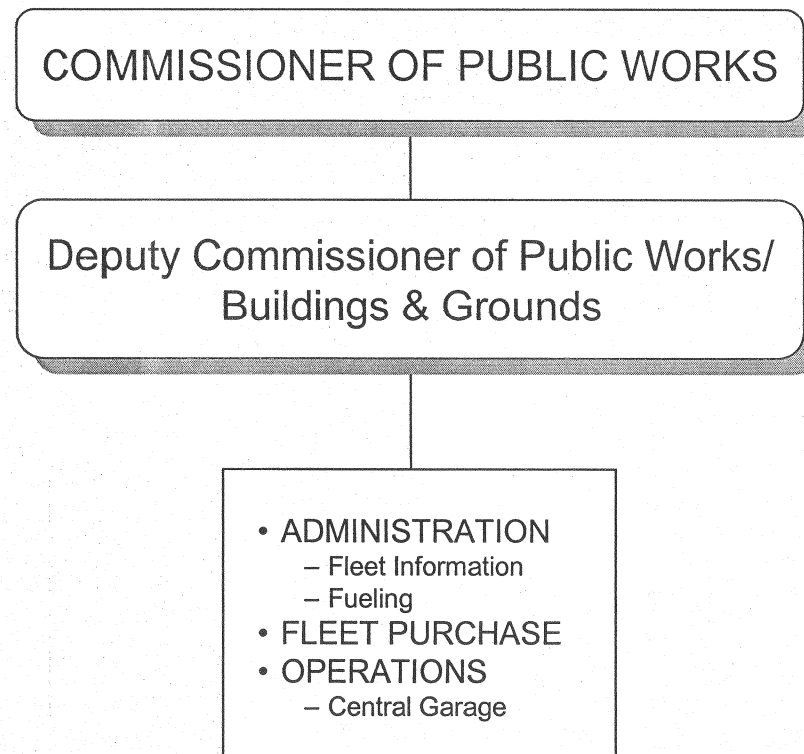
SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4441	MOTOR EQUIP REPAIRS AND MAINT		300		300	300	300
4447	OPERATIONAL EQUIPMENT REPAIRS	370	382		382	382	382
4448	ADVERTISING AND PROMOTION EXPENSES		400		400	400	400
4449	OTHER OPERATIONAL EXPENSES	67,590	90,000	-3,416	90,000	87,000	87,000
4462	TRAVEL HOTEL AND MEALS	851	6,000	579	6,000	4,000	4,000
4463	EDUCATION AND TRAINING	9,291	10,000	4,595	10,000	8,000	8,000
4469	OTHER PERSONAL EXPENSES		1,000		1,000	1,000	1,000
4512	OUTSIDE RENTALS-MACHINERY	52	2,700		700	700	700
4518	COPYING MACHINE RENTALS			203			
4520	PROPERTY LOSS	38,709		3,544			
4523	INSURANCE CLAIMS	1,830		1,253			
4746	ENGINEERING AND ARCHITECTURAL SERV		5,000				
4755	TAXES ON COUNTY PROPERTY	738	5,000		5,000	5,000	5,000
CHARACTER 40 SUBTOTAL		2,048,191	2,182,232	1,097,339	2,332,164	2,293,664	2,243,482
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	105,979	93,633	66,189	108,264	108,264	108,264
4604	DPW SECURITY CHARGEBACKS	51,116	55,560	26,324	54,203	54,203	54,203
4605	COUNTY ATTORNEY CHARGEBACKS	620	500	50	2,000	2,000	2,000
4614	OTHER CHARGEBACK EXPENSES	62	2,000		2,000	2,000	2,000
4615	GASOLINE CHARGEBACK	36,924	30,000	10,554	44,036	44,036	44,036
4616	FLEET SERVICE CHARGEBACK	42,422	46,159	11,540	33,108	33,108	33,108
4619	BUILDING SERVICE CHARGEBACK	21,261	40,000	14,224	40,000	40,000	40,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	25,383	57,865	14,466	58,153	58,153	58,153
CHARACTER 41 SUBTOTAL		283,767	325,717	143,347	341,764	341,764	341,764

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	178,365	170,876	81,921	160,105	160,105	160,105
8030	SOCIAL SECURITY	119,583	126,961	81,210	130,578	130,578	130,578
8040	WORKERS COMPENSATION	48,244	48,801	34,199	37,293	37,293	37,293
8050	LIFE INSURANCE	782	1,104	522	984	984	984
8060	HEALTH INSURANCE	492,760	585,792	372,371	618,003	618,003	618,003
8070	UNEMPLOYMENT INSURANCE	1,886					
CHARACTER 80 SUBTOTAL		841,620	933,534	570,223	946,963	946,963	946,963
TYPE X SUBTOTAL		4,797,505	5,125,126	2,980,763	5,301,869	5,263,369	5,263,369
DIVISION 03 SUBTOTAL		-3,912,395	-4,231,696	-2,525,751	-4,423,439	-4,384,939	-4,377,439

# 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.

#### **2008 OBJECTIVES**

- To continue to provide service to vehicles at a cost less than \$.31 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</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>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>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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0032	CHARGES FOR GAS	413,965	383,800	92,224	461,233	461,233	461,233
0127	OTHER CHARGES	24,332					
0514	CHARGEBACKS-MOTOR VEH SERVICE	423,172	454,996	113,200	416,952	416,952	416,952
0559	OTHER DEPARTMENTAL CHARGEBACK	311,415		107,676	592,980	592,980	592,980
0599	REMOTE ACCESS CHARGE			3,710			
0637	BCC CHARGES	26,317	15,000	11,447	30,000	30,000	30,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	1,199,201	853,796	328,257	1,501,165	1,501,165	1,501,165
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	12,339	4,000	11,477	10,000	10,000	10,000
		-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	12,339	4,000	11,477	10,000	10,000	10,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	20,214					
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL	20,214					
CHARACTER :07	MISC/INTERFUND REVENUES						
0217	PREMIUM & ACCRUED INT ON OBLIGATION	2,983		939			
0233	EARNINGS ON TEMPORARY INVESTMENTS	3,077					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	6,060		939			
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	1,237,814	857,796	340,673	1,511,165	1,511,165	1,511,165

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	167,021	171,421	88,054	161,379	161,379	161,379
1700	SALARIES OVERTIME	1,858	4,500	1,739	4,658	4,658	4,658
1910	OUT OF TITLE PAY	364	300	172	311	311	311
1930	STAND-BY PAY			744			
1940	OTHER PERSONNEL SERVICES	720	1,000	800	1,035	1,035	1,035
1960	DISCRETIONARY SALARY SAVINGS		-5,316				
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		169,963	171,905	91,509	167,383	167,383	167,383
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS		200		250	250	250
4319	OFFICE SUPPLIES		2,600	126	3,000	3,000	3,000
4323	BLDG MAINTENANCE SUPPLIES	177	200	16	200	200	200
4329	BLDG AND GROUNDS SUPPLIES		200		200	200	200
4341	MOTOR EQUIPMENT SUPPLIES	69,902	80,000	39,803	80,000	80,000	80,000
4347	GAS OIL GREASE AND DIESEL FUEL	406,008	548,800	248,319	448,575	448,575	448,575
4348	TIRES AND TUBES	19,336	24,000	11,588	30,000	30,000	30,000
4349	MISC OPERATIONAL SUPPLIES	12,082	10,000	17	12,000	12,000	12,000
4356	UNIFORMS	1,196	1,200		1,200	1,200	1,200
4358	SAFETY SUPPLIES	144	1,000	303	1,000	1,000	1,000
4359	COMPUTER SOFTWARE AND SUPPLIES	63	3,000		3,000	3,000	3,000
4411	POSTAGE AND FREIGHT	1					
4429	BUILDING AND GROUNDS EXPENSES	4,787	5,000	3,002	5,000	5,000	5,000
4441	MOTOR EQUIP REPAIRS AND MAINT	15,874	14,000	7,864	14,000	14,000	14,000
4449	OTHER OPERATIONAL EXPENSES	12,471	8,000	1,453	8,000	8,000	8,000
4462	TRAVEL HOTEL AND MEALS	-72	1,000		1,000	1,000	1,000
4463	EDUCATION AND TRAINING		2,000		2,000	2,000	2,000
		-----	-----	-----	-----	-----	-----
CHARACTER 40 SUBTOTAL		541,969	701,200	312,491	609,425	609,425	609,425

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	24,000					
4602	INSURANCE PREMIUM CHARGEBACK	1,343	1,122	842	1,122	1,122	1,122
4615	GASOLINE CHARGEBACK	3,097	4,250	691	3,410	3,410	3,410
4616	FLEET SERVICE CHARGEBACK	15,427	8,792	2,198	4,414	4,414	4,414
4626	TRANSPORTATION SERVICES CHARGEBACKS	5,310		1,327	6,098	6,098	6,098
CHARACTER 41	SUBTOTAL	49,177	14,164	5,058	15,044	15,044	15,044
CHARACTER :42	DEPRECIATION						
4804	DEPRECIATION - MOTOR VEHICLES	278,142					
4805	DEPRECIATION - MACHINERY & EQUIP	4,052					
CHARACTER 42	SUBTOTAL	282,194					
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS		61,161		63,798	63,798	63,798
6001	PRINCIPAL ON BANS		100,000		125,000	125,000	125,000
CHARACTER 60	SUBTOTAL		161,161		188,798	188,798	188,798
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	32,288	30,694	9,163	28,468	28,468	28,468
7001	INTEREST ON BANS	10,034	14,250	4,216	11,000	11,000	11,000
CHARACTER 70	SUBTOTAL	42,322	44,944	13,379	39,468	39,468	39,468

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	18,007	17,985	8,692	16,384	16,384	16,384
8030	SOCIAL SECURITY	12,562	13,114	6,662	12,788	12,788	12,788
8040	WORKERS COMPENSATION	1,020	2,122	790	743	743	743
8050	LIFE INSURANCE	77	96	48	96	96	96
8060	HEALTH INSURANCE	36,760	42,552	33,377	59,226	59,226	59,226
8063	DISABILITY INSURANCE	515	480	312	480	480	480
CHARACTER 80 SUBTOTAL		68,941	76,349	49,881	89,717	89,717	89,717
TYPE X SUBTOTAL		1,154,566	1,169,723	472,318	1,109,835	1,109,835	1,109,835
DIVISION 12 SUBTOTAL		83,248	-311,927	-131,645	401,330	401,330	401,330
DEPARTMENT 03 SUBTOTAL		83,248	-311,927	-131,645	401,330	401,330	401,330
SUBFUND 250 SUBTOTAL		83,248	-311,927	-131,645	401,330	401,330	401,330

# 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 and natural gas 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
- 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 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.

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.

### **2008 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 are working towards placing 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 generated added interest in participation and sales in 2006. It is hoped this interest will grow.

- Continue on-site purchasing seminars for all departments and the public on “Doing Business with Broome County” to try and educate potential vendors and the public on the rules and regulations governing the purchasing of goods and services and contracting with Broome County.
- Be proactive in “buying green” products.
- Work towards consolidating same need contracts with County departments.
- Continue to update the Procurement Manual.
- Work towards changing the dollar thresholds for BAC and Legislative approvals.

## 81 0010 PURCHASING

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</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>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

\*Position not funded

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:81 PURCHASING

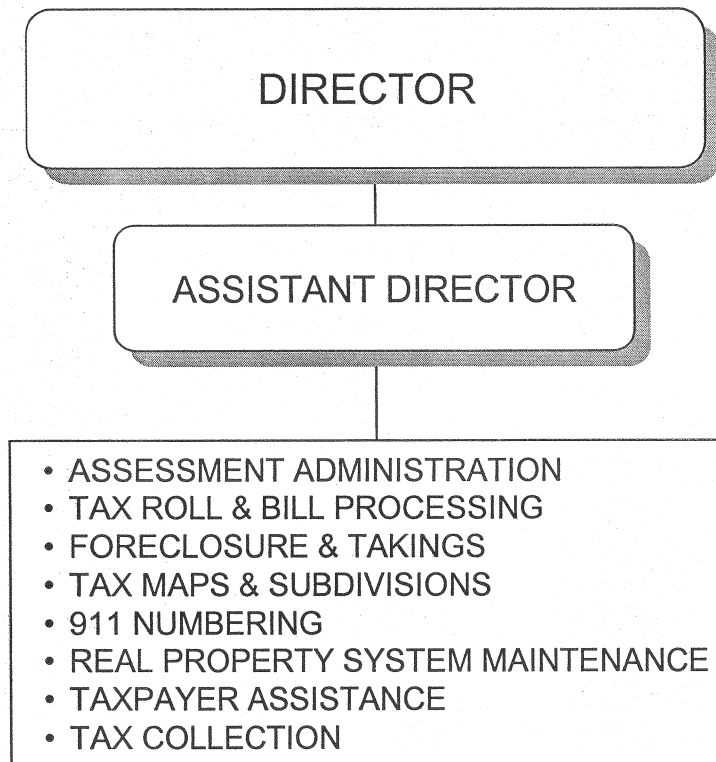
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :05 FINES AND FORFEITURES							
0204	FORFEITURE OF DEPOSITS	2,285	1,500	4,880	1,500	1,500	1,500
CHARACTER 05 SUBTOTAL		2,285	1,500	4,880	1,500	1,500	1,500
TYPE R SUBTOTAL		2,285	1,500	4,880	1,500	1,500	1,500
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	150,076	145,291	101,609	166,862	166,862	166,862
1600	SALARIES TEMPORARY	10,414	13,014	7,077	13,014	13,014	13,014
CHARACTER 10 SUBTOTAL		160,490	158,305	108,686	179,876	179,876	179,876
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS		20	119	30	30	30
4319	OFFICE SUPPLIES	2,922	2,504	393	1,934	1,934	1,934
4347	GAS OIL GREASE AND DIESEL FUEL	12	15				
4359	COMPUTER SOFTWARE AND SUPPLIES	375	375				
4418	DUES AND MEMBERSHIPS	150	150	150	150	150	150
4419	GENERAL OFFICE EXPENSES	305	305	299	305	305	305
4448	ADVERTISING AND PROMOTION EXPENSES	2,325	2,625	1,640	2,625	2,625	2,625
4449	OTHER OPERATIONAL EXPENSES	450			450	450	450
4462	TRAVEL HOTEL AND MEALS	81	585	41	455	455	455
4463	EDUCATION AND TRAINING	375	500	450	500	500	500
4518	COPYING MACHINE RENTALS	630	1,900	1,229	1,900	1,900	1,900
CHARACTER 40 SUBTOTAL		7,625	8,979	4,321	8,349	8,349	8,349

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:81 PURCHASING

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	203	203	123	159	159	159
CHARACTER 41	SUBTOTAL	203	203	123	159	159	159
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,070					
CHARACTER 60	SUBTOTAL	1,070					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	143					
CHARACTER 70	SUBTOTAL	143					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	15,993	21,379	7,673	16,353	16,353	16,353
8030	SOCIAL SECURITY	11,467	12,152	7,938	13,761	13,761	13,761
8040	WORKERS COMPENSATION	1,524	1,524	1,136	1,297	1,297	1,297
8050	LIFE INSURANCE	77	96	51	96	96	96
8060	HEALTH INSURANCE	63,052	73,502	34,159	53,660	53,660	53,660
8063	DISABILITY INSURANCE	258	240	169	240	240	240
CHARACTER 80	SUBTOTAL	92,371	108,893	51,126	85,407	85,407	85,407
TYPE X	SUBTOTAL	261,902	276,380	164,256	273,791	273,791	273,791
DEPARTMENT 81	SUBTOTAL	-259,617	-274,880	-159,376	-272,291	-272,291	-272,291

# 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 350 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.

## **2008 OBJECTIVES**

- The scanned deed sheets, tax receipts and the assessment information will all be available to the public.
- Continue the process of talking about shared services with the towns wherein the County will act as their collecting agent.
- Working toward including a PDF file of tax collection for public use for each town instead of paper copies.
- Hold the first auction on City of Binghamton property.

## **2008 BUDGET HIGHLIGHTS**

- The County will be on line as far as the information available to the public to access through a kiosk system.
- Work will continue with the assessor's to provide more reports, files and information which we can provide with the Version 4 RPS system.
- Updates to RPS will now allow photographs to be added to property data.
- City of Binghamton and City School taxes will be collected and the foreclosure process will be done at the county.

## 63 0004 REAL PROPERTY TAX SERVICES

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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
Title Searcher/Trainee (40)	10/8 CSEA	1	1	1	1	1
Real Property Tax Service Assistant (40)	14 CSEA	0	1	1	1	1
Senior Account Clerk created 6/1/07	9 CSEA	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>8</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</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>8</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:63 REAL PROPERTY TAX SERVICES

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :01 TAX ITEMS							
0002	GAIN FROM SALE-TAX ACQ PROPERTY	285,054	600,000	806,080	1,350,000	1,650,000	1,650,000
0004	INTEREST & PENAL-REAL PROP TAX	104,080		136,968			
		-----	-----	-----	-----	-----	-----
CHARACTER 01 SUBTOTAL		389,134	600,000	943,048	1,350,000	1,650,000	1,650,000
CHARACTER :02 DEPARTMENTAL INCOME							
0015	CLERK FEES			-3			
0027	MISCELLANEOUS	5,655	4,000	10,288	8,500	8,500	8,500
0175	DATA PROCESSING TAX SERVICES	155,415	118,000	40,522	113,000	113,000	113,000
0627	TITLE SEARCH FEES	156,716	190,000	131,882	270,000	270,000	270,000
0907	TAX COLLECTION FEES	38,812	650,000	110,468	130,000	130,000	130,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02 SUBTOTAL		356,598	962,000	293,157	521,500	521,500	521,500
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	12,535	200,000	399,935	300,000	300,000	300,000
0187	RENTAL OF REAL PROPERTY INDIVIDUALS	2,662	2,500	-88	4,000	4,000	4,000
		-----	-----	-----	-----	-----	-----
CHARACTER 03 SUBTOTAL		15,197	202,500	399,847	304,000	304,000	304,000
CHARACTER :05 FINES AND FORFEITURES							
0204	FORFEITURE OF DEPOSITS	8,925	5,000	7,075	8,500	8,500	8,500
		-----	-----	-----	-----	-----	-----
CHARACTER 05 SUBTOTAL		8,925	5,000	7,075	8,500	8,500	8,500

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0209	MINOR SALES TAX MAPS	5,317	5,000	2,135	3,000	3,000	3,000
0212	SALES OF REAL PROPERTY	1,000	75,000	37,119	1,000	1,000	1,000
CHARACTER 06 SUBTOTAL		6,317	80,000	39,254	4,000	4,000	4,000
CHARACTER :08 STATE AID							
0243	PROPERTY TAX ADMINISTRATION	11,387	10,500	2,116	12,000	12,000	12,000
CHARACTER 08 SUBTOTAL		11,387	10,500	2,116	12,000	12,000	12,000
TYPE R SUBTOTAL		787,558	1,860,000	1,684,497	2,200,000	2,500,000	2,500,000
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	435,049	429,734	264,781	457,399	457,399	457,399
1600	SALARIES TEMPORARY	65,118	105,034	59,957	99,738	99,738	99,738
1700	SALARIES OVERTIME	326	2,400	602	1,555	1,555	1,555
CHARACTER 10 SUBTOTAL		500,493	537,168	325,340	558,692	558,692	558,692
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	167	400	185	400	400	400
4319	OFFICE SUPPLIES	10,202	15,000	2,614	15,000	15,000	15,000
4329	BLDG AND GROUNDS SUPPLIES	161					
4342	PHOTOGRAPHIC SUPPLIES		2,000				
4359	COMPUTER SOFTWARE AND SUPPLIES	5,427	14,000	10,884	4,000	4,000	4,000
4411	POSTAGE AND FREIGHT	1,150	1,200	394	1,300	1,300	1,300
4418	DUES AND MEMBERSHIPS	410	500	260	500	500	500
4419	GENERAL OFFICE EXPENSES	16,480	12,000	6,259	7,500	7,500	7,500
4448	ADVERTISING AND PROMOTION EXPENSES	3,962	13,000	2,931	10,000	10,000	10,000
4449	OTHER OPERATIONAL EXPENSES	279		24			
4461	MILEAGE AND PARKING-LOCAL	191	500	192	500	500	500
4462	TRAVEL HOTEL AND MEALS	1,029	1,500	100	1,500	1,500	1,500
4463	EDUCATION AND TRAINING	300	1,500	185	1,500	1,500	1,500
4513	SOFTWARE MAINTENANCE	6,100	10,000	7,500	26,000	26,000	26,000
4515	SOFTWARE RENTAL	13,150	15,000	748	15,000	15,000	15,000
4518	COPYING MACHINE RENTALS	388	2,800	1,696	2,200	2,200	2,200

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

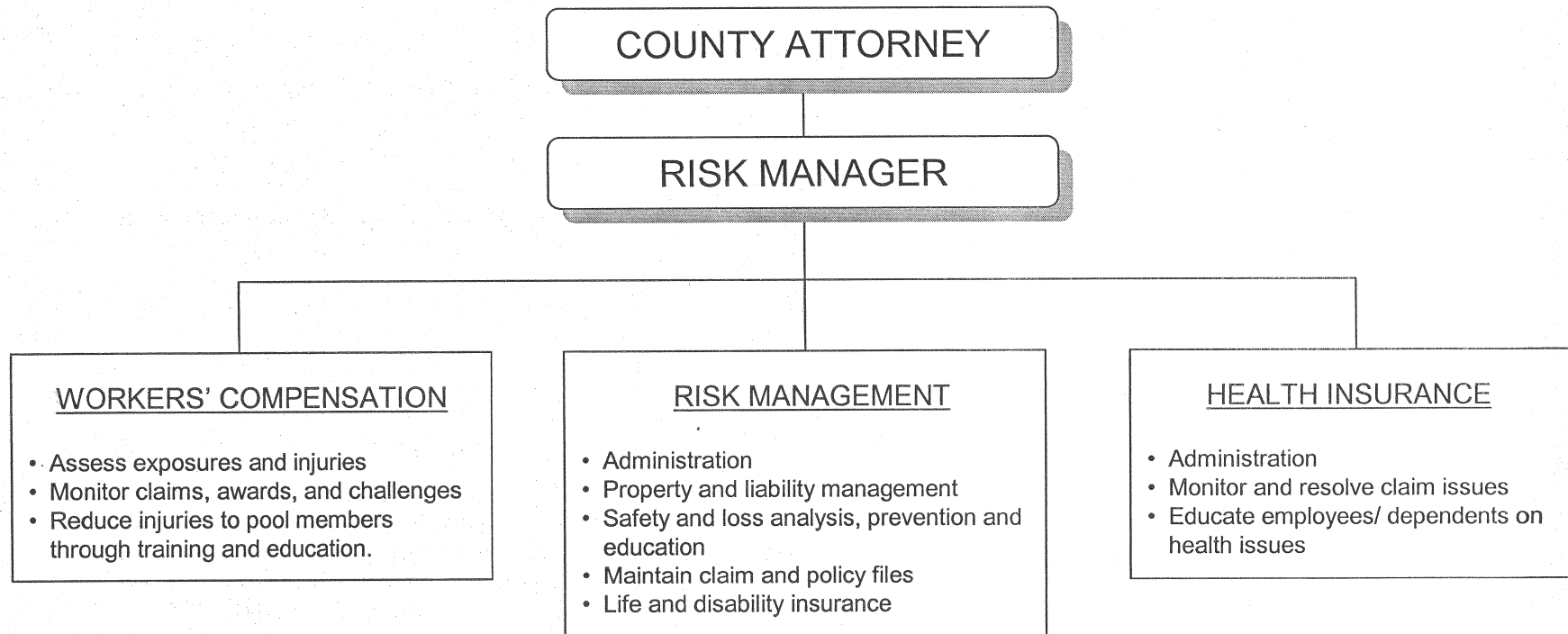
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4736	LEGAL CHARGES AND FEES	600	1,400	600	1,800	1,800	1,800
4747	OTHER FEES FOR SERVICES			300			
4756	TAX ACQUIRED PROPERTY EXPENSES	14,427	33,000	1,956	23,000	23,000	23,000
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	74,423	123,800	36,828	110,200	110,200	110,200
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	30,816	1,900	475	1,443	1,443	1,443
4615	GASOLINE CHARGEBACK	2,038	2,100	215	1,008	1,008	1,008
4616	FLEET SERVICE CHARGEBACK	1,928	2,198	550	2,207	2,207	2,207
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	34,782	6,198	1,240	4,658	4,658	4,658
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	4,817					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	4,817					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	990					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	990					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	52,928	41,707	19,623	41,421	41,421	41,421
8030	SOCIAL SECURITY	37,407	39,135	24,249	42,731	42,731	42,731
8040	WORKERS COMPENSATION	3,797	4,247	1,062	5,515	5,515	5,515
8050	LIFE INSURANCE	189	216	130	240	240	240
8060	HEALTH INSURANCE	135,410	161,142	107,395	174,835	174,835	174,835
8063	DISABILITY INSURANCE	888	720	605	840	840	840
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	230,619	247,167	153,064	265,582	265,582	265,582
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	846,124	914,333	516,472	939,132	939,132	939,132
		-----	-----	-----	-----	-----	-----
DEPARTMENT 63	SUBTOTAL	-58,566	945,667	1,168,025	1,260,868	1,560,868	1,560,868

# 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.

**2008 OBJECTIVES**

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

**2008 BUDGET HIGHLIGHTS**

- Continuing budget with appropriate inflationary trends.

050088 RISK & INSURANCE/Risk Management

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 9/1/2007				
		<u>2006 Actuals</u>	<u>Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<u>FULL TIME</u>						
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>
<u>PART TIME</u>						
<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>

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0021	WORKERS COMP ADMINISTRATION	182,428	188,133		183,533	183,533	183,533
0022	HEALTH CARE ADMINISTRATION	91,519	144,506		151,750	151,750	151,750
0035	INSURANCE CHARGEBACK	1,600,080	1,594,696	1,188,621	1,216,112	1,216,112	1,216,112
0170	COUNTY CONTRIBUTION	184,854	198,760	115,061	194,507	194,507	194,507
0171	ACTIVE EMPLOYEE CONTRIBUTION	249,583	258,161	148,109	253,278	253,278	253,278
0637	BCC CHARGES	94,955	122,648		153,906	153,906	153,906
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	2,403,419	2,506,904	1,451,791	2,153,086	2,153,086	2,153,086
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	128,959	20,000	86,967	100,000	100,000	100,000
		-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	128,959	20,000	86,967	100,000	100,000	100,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0214	INSURANCE RECOVERIES	72,002	37,000	58,853	37,000	37,000	37,000
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL	72,002	37,000	58,853	37,000	37,000	37,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	19,295		43,562			
0229	TRANSFER FROM INSURANCE RESERVE	580,930			226,218	226,218	226,218
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	600,225		43,562	226,218	226,218	226,218
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	3,204,605	2,563,904	1,641,173	2,516,304	2,516,304	2,516,304

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	286,422	307,744	179,656	318,140	318,140	318,140
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	286,422	307,744	179,656	318,140	318,140	318,140
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	451	1,400	91	1,000	1,000	1,000
4319	OFFICE SUPPLIES	1,030	1,000	507	1,600	1,600	1,600
4346	TRAINING AND EDUCATIONAL SUPPLIES	1,050	2,200		2,137	2,137	2,137
4358	SAFETY SUPPLIES	741	6,800	1,550	6,000	6,000	6,000
4359	COMPUTER SOFTWARE AND SUPPLIES	158	1,400		1,000	1,000	1,000
4418	DUES AND MEMBERSHIPS	365	1,600		1,000	1,000	1,000
4419	GENERAL OFFICE EXPENSES	967	500	1,329	1,000	1,000	1,000
4461	MILEAGE AND PARKING-LOCAL	89			160	160	160
4462	TRAVEL HOTEL AND MEALS	912	2,000	1,673	2,000	2,000	2,000
4463	EDUCATION AND TRAINING	170	2,000	1,418	2,000	2,000	2,000
4520	PROPERTY LOSS	167,261	225,000	155,872	225,035	225,035	225,035
4521	INSURANCE PREMIUMS	262,138	475,000	43,615	475,000	475,000	475,000
4522	TO RESERVE FUND	730,979	362,365				
4523	INSURANCE CLAIMS	485,137	400,000	153,051	480,000	480,000	480,000
4524	COMPENSATION CLAIMS	375,168	456,921	209,069	447,785	447,785	447,785
4703	LAB SERVICES	12,410	11,300	7,815	11,300	11,300	11,300
4743	CLAIMS ADMINISTRATION	34,800	35,800	26,100	34,800	34,800	34,800
4747	OTHER FEES FOR SERVICES	39,662	30,900	21,711	30,900	30,900	30,900
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	2,113,488	2,016,186	623,801	1,722,717	1,722,717	1,722,717

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	121,000	125,000		80,000	80,000	80,000
4602	INSURANCE PREMIUM CHARGEBACK	469	420	320	376	376	376
4614	OTHER CHARGEBACK EXPENSES			1,329	271,218	271,218	271,218
4615	GASOLINE CHARGEBACK	367	1,100	37	203	203	203
4616	FLEET SERVICE CHARGEBACK	1,928	2,198	550	2,207	2,207	2,207
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	123,764	128,718	2,236	354,004	354,004	354,004
CHARACTER :42	DEPRECIATION						
4805	DEPRECIATION - MACHINERY & EQUIP	808					
		-----	-----	-----	-----	-----	-----
CHARACTER 42	SUBTOTAL	808					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	85					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	85					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	31,351	32,285	14,874	31,179	31,179	31,179
8030	SOCIAL SECURITY	20,619	23,542	12,931	24,338	24,338	24,338
8040	WORKERS COMPENSATION	2,389	2,906	2,113	2,375	2,375	2,375
8050	LIFE INSURANCE	115	144	77	144	144	144
8060	HEALTH INSURANCE	59,567	59,853	41,355	63,316	63,316	63,316
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	114,041	118,730	71,350	121,352	121,352	121,352
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	2,638,608	2,571,378	877,043	2,516,213	2,516,213	2,516,213
		-----	-----	-----	-----	-----	-----
DIVISION 07	SUBTOTAL	565,997	-7,474	764,130	91	91	91
		-----	-----	-----	-----	-----	-----
DEPARTMENT 05	SUBTOTAL	565,997	-7,474	764,130	91	91	91
		-----	-----	-----	-----	-----	-----
SUBFUND 254	SUBTOTAL	565,997	-7,474	764,130	91	91	91

## **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.

#### **2008 OBJECTIVES**

- Continue exploring cost savings through increased administrative efficiency.

#### **2008 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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS			919			
0170	COUNTY CONTRIBUTION	20,217,214	23,639,739	15,733,709	24,708,930	24,708,930	24,708,930
0171	ACTIVE EMPLOYEE CONTRIBUTION	2,437,196	3,463,268	1,894,773	3,421,263	3,421,263	3,421,263
0172	RETIREE CONTRIBUTION	761,784	912,191	631,253	999,830	999,830	999,830
0173	SURVIVOR & VESTED CONTRIBUTION	275,000	510,629	247,397	417,292	417,292	417,292
0543	COBRA CONTRIBUTION	46,042	72,489	28,150	49,035	49,035	49,035
0637	BCC CHARGES	5,413,438	6,434,796	4,376,131	6,504,689	6,504,689	6,504,689
0651	PART D MEDICARE CREDITS		756,112		756,112	756,112	756,112
CHARACTER 02	SUBTOTAL	29,150,674	35,789,224	22,912,332	36,857,151	36,857,151	36,857,151
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	37,182	40,000	26,501	25,000	25,000	25,000
CHARACTER 03	SUBTOTAL	37,182	40,000	26,501	25,000	25,000	25,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	184,133	267,000	33,205	184,133	184,133	184,133
0227	TRANSFER FROM GENERAL FUND	77,364					
CHARACTER 07	SUBTOTAL	261,497	267,000	33,205	184,133	184,133	184,133
TYPE R	SUBTOTAL	29,449,353	36,096,224	22,972,038	37,066,284	37,066,284	37,066,284

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	109	1,000	109	109	109	109
4319	OFFICE SUPPLIES		1,000	233	700	700	700
4346	TRAINING AND EDUCATIONAL SUPPLIES		750				
4412	TELEPHONE		300				
4418	DUES AND MEMBERSHIPS	50	250		100	100	100
4419	GENERAL OFFICE EXPENSES	100					
4462	TRAVEL HOTEL AND MEALS	1,023	1,000	234	1,000	1,000	1,000
4463	EDUCATION AND TRAINING	309	1,000	50	500	500	500
4469	OTHER PERSONAL EXPENSES	1,188	1,188	792	1,188	1,188	1,188
4479	CASE ASSESSMENT	156,750	158,120	130,167	198,377	198,377	198,377
4527	PRESCRIPTION DRUGS	7,253,432	7,405,244	6,147,641	10,183,994	10,183,994	10,183,994
4528	MEDICAL CARE	6,810,619	7,658,768	4,669,220	7,894,519	7,894,519	7,894,519
4529	HOSPITAL CARE	9,809,262	12,087,423	6,672,820	11,235,298	11,235,298	11,235,298
4549	SERVICES TO PARTICIPANTS	6,202,321	7,596,390	3,599,314	6,275,360	6,275,360	6,275,360
4704	MEDICARE CREDITS	231,460	230,974	139,845	215,186	215,186	215,186
4707	MEDICAL AND HOSPITAL SERVICES			4,613			
4724	ACTUARY CONSULTANT	53,494	75,000	44,000	65,000	65,000	65,000
4725	OTHER FINANCIAL SERVICES	2,817	11,473	5,224	12,000	12,000	12,000
4743	CLAIMS ADMINISTRATION	569,384	585,000	435,412	754,770	754,770	754,770
4747	OTHER FEES FOR SERVICES	72,360	100,000	48,240	72,360	72,360	72,360
CHARACTER 40	SUBTOTAL	31,164,678	35,914,880	21,897,914	36,910,461	36,910,461	36,910,461
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	32,000	32,000				
4610	PERSONAL SERVICES CHARGEBACKS	140,054	145,344		151,750	151,750	151,750
4614	OTHER CHARGEBACK EXPENSES		4,000		4,000	4,000	4,000
CHARACTER 41	SUBTOTAL	172,054	181,344		155,750	155,750	155,750
TYPE X	SUBTOTAL	31,336,732	36,096,224	21,897,914	37,066,211	37,066,211	37,066,211
DIVISION 06	SUBTOTAL	-1,887,379		1,074,124	73	73	73
DEPARTMENT 05	SUBTOTAL	-1,887,379		1,074,124	73	73	73
SUBFUND 252	SUBTOTAL	-1,887,379		1,074,124	73	73	73

**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.

**2008 OBJECTIVES**

- Institute a more structured safety and post accident investigation program due to workers' compensation reform. Closely monitor TPA for proper scheduling of examinations and vocational rehabilitation in accordance with the newly passed workers' compensation reform. Keep updated on all proposed legislation that may have a financial impact on our program.

**2008 BUDGET HIGHLIGHTS**

- Workers' Compensation Reform resulting in an increase in the maximum benefit to \$500 per week from \$400 effective 7/1/07, with another increase to \$550 per week effective 7/1/08. Based on Broome County Payrolls this will impact possibly 43% of our workforce, resulting in an increase in indemnity payments and cost to the plan.
- Workers' Compensation reform mandating settlements within two years of a claim resulting in the greater possibility of large payments of indemnity over a shorter period of time.
- Reform changing the requirement for approval of medical treatment from \$500 to \$1000, possibly increasing medical payments due to the bypassing of the carrier, therefore, less control over the costs of the program.

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0021	WORKERS COMP ADMINISTRATION	34,931	28,400		41,000	41,000	41,000
0169	PARTICIPANTS ASSESSMENTS	1,015,488	637,533	637,533	571,182	571,182	571,182
0170	COUNTY CONTRIBUTION	1,919,077	2,008,189	1,486,601	1,807,396	1,807,396	1,807,396
0597	WORKERS COMPENSATION - OTHER GOVERN	95,163	142,000		205,000	205,000	205,000
0637	BCC CHARGES	235,263	196,002		178,353	178,353	178,353
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	3,299,922	3,012,124	2,124,134	2,802,931	2,802,931	2,802,931
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	101,760	50,000	54,678	65,000	65,000	65,000
		-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	101,760	50,000	54,678	65,000	65,000	65,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0214	INSURANCE RECOVERIES			57			
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL			57			
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	259,179	115,000	253,993	144,000	144,000	144,000
0229	TRANSFER FROM INSURANCE RESERVE				75,000	75,000	75,000
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	259,179	115,000	253,993	219,000	219,000	219,000
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	3,660,861	3,177,124	2,432,862	3,086,931	3,086,931	3,086,931

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	104	250	80	250	250	250
4319	OFFICE SUPPLIES	498	1,000	191	500	500	500
4342	PHOTOGRAPHIC SUPPLIES		3,000		500	500	500
4349	MISC OPERATIONAL SUPPLIES		3,000		500	500	500
4358	SAFETY SUPPLIES		2,000		1,000	1,000	1,000
4359	COMPUTER SOFTWARE AND SUPPLIES		750				
4411	POSTAGE AND FREIGHT		150		75	75	75
4418	DUES AND MEMBERSHIPS	105	150		105	105	105
4419	GENERAL OFFICE EXPENSES		500		500	500	500
4462	TRAVEL HOTEL AND MEALS	378	850	214	900	900	900
4463	EDUCATION AND TRAINING	213	500	50	500	500	500
4479	CASE ASSESSMENT	34,450	45,000	20,000	37,500	37,500	37,500
4521	INSURANCE PREMIUMS		100,000		50,000	50,000	50,000
4524	COMPENSATION CLAIMS	1,017,973	900,000	643,019	1,125,000	1,125,000	1,125,000
4525	MEDICAL CARE AND TREATMENT-COMP	728,670	610,000	513,571	675,000	675,000	675,000
4526	STATE WORKERS COMP ASSESSMENT	452,747	495,000	289,324	425,000	425,000	425,000
4530	SETTLEMENT PAYMENTS	196,474	225,000		175,000	175,000	175,000
4701	MEDICAL AND PHYSICAL EXAMS		1,000		1,000	1,000	1,000
4736	LEGAL CHARGES AND FEES	-11,173	33,000	9,324	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	261,325	225,000	45,425	210,000	210,000	210,000
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	2,781,764	2,748,650	1,596,198	2,838,830	2,838,830	2,838,830

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

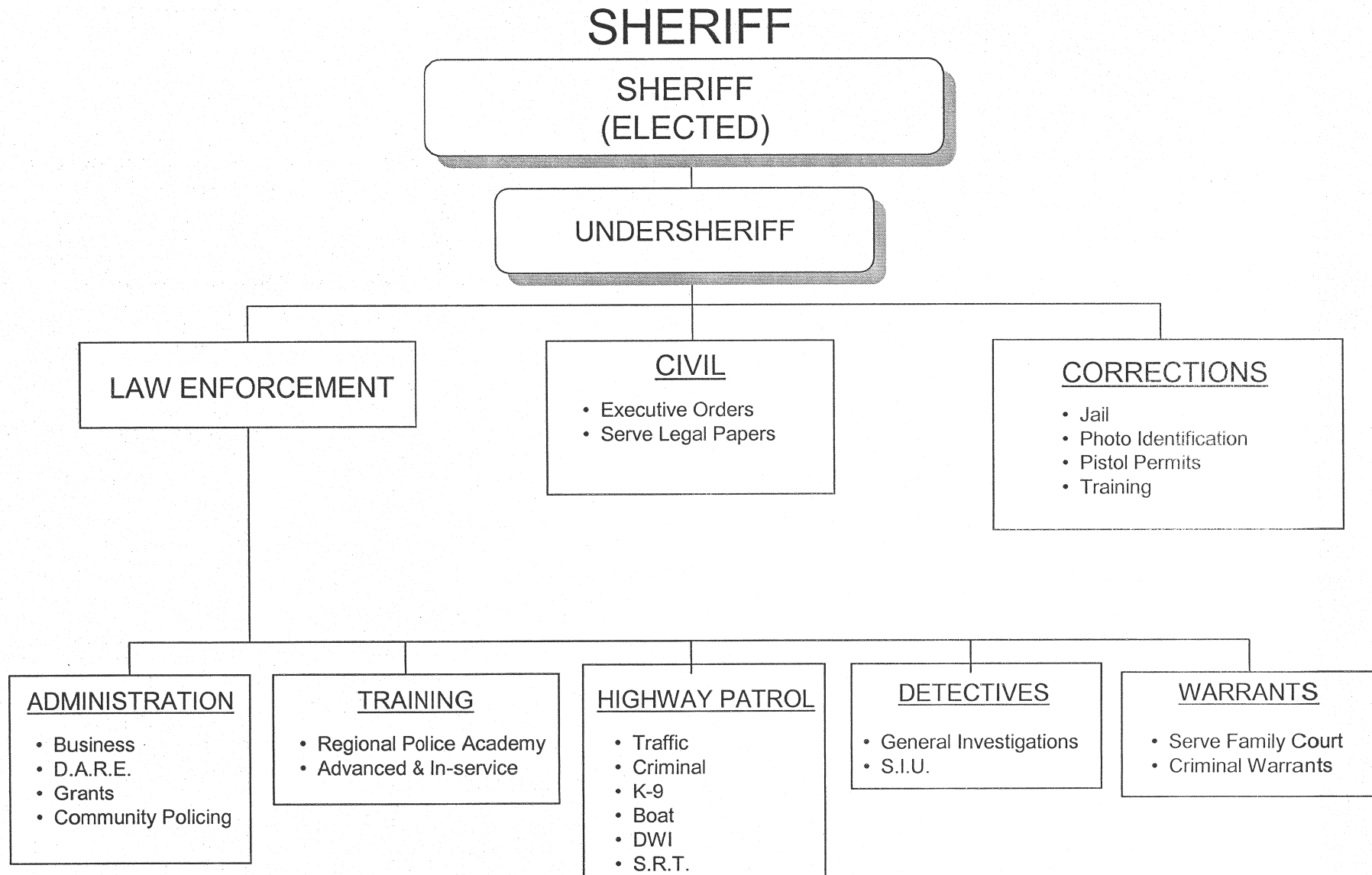
SUBFUND :253 WORKERS COMPENSATION OPERATING  
DEPARTMENT:05 RISK AND INSURANCE  
DIVISION :05 SELF-INSURANCE

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	5,000	5,000		5,000	5,000	5,000
4604	DPW SECURITY CHARGEBACKS	45,000	45,000	22,500	47,568	47,568	47,568
4610	PERSONAL SERVICES CHARGEBACKS	182,428	188,133		183,533	183,533	183,533
4614	OTHER CHARGEBACK EXPENSES	12,847	10,000	6,082	12,000	12,000	12,000
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	245,275	248,133	28,582	248,101	248,101	248,101
CHARACTER :80	EMPLOYEE BENEFITS						
8041	WORKERS COMP LT LIABILITY	-99,170					
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	-99,170					
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	2,927,869	2,996,783	1,624,780	3,086,931	3,086,931	3,086,931
		-----	-----	-----	-----	-----	-----
DIVISION 05	SUBTOTAL	732,992	180,341	808,082			
		-----	-----	-----	-----	-----	-----
DEPARTMENT 05	SUBTOTAL	732,992	180,341	808,082			
		-----	-----	-----	-----	-----	-----
SUBFUND 253	SUBTOTAL	732,992	180,341	808,082			

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## **PUBLIC SAFETY**

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
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911—Emergency Services	216
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## **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.

## **2008 OBJECTIVES**

### **Administration**

- Maintain current services.

### **Highway Patrol**

- Replacement of 6 patrol vehicles
- Replace 21 outdated portable radios
- Purchase 15 Tactical Patrol rifles
- Continue providing effective Law Enforcement services to the residents of Broome County. -
- Enhancement – 4 Patrol Deputies

### **Detective Division**

- Replace 3 detective vehicles.

### **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 Division**

Continue budget from 2007.

## **2008 BUDGET HIGHLIGHTS**

### **Administration (450015)**

Maintain current level of services

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

Maintain current level of services

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

Maintain current level of services

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

Maintain current level of services

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

Maintain current level of services

45 0015 SHERIFF/Law Enforcement

0049

0056

0072

0064

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
Sheriff	Elected	1	1	1	1	1
Undersheriff	G Admin	1	1	0	1	1
Undersheriff	I Admin	0	0	1	0	0
Deputy Sheriff Captain	F Admin	1	1	0	1	1
Deputy Sheriff Captain	H Admin	0	0	1	0	0
Chief Civil Deputy	26 Admin	1	1	1	1	1
Secretary to Sheriff	14 Admin	1	1	1	1	1
Civil Deputy	21 Admin	2	2	2	2	2
Fiscal Manager	17 BAPA	1	1	1	1	1
Deputy Sheriff Lieutenant	AFSCME	2	2	2	2	2
Deputy Sheriff Detective Sergeant	AFSCME	2	2	2	2	2
Deputy Sheriff Sergeant	AFSCME	6	6	6	6	6
Deputy Sheriff Detective	AFSCME	9	10	10	10	10
Deputy Sheriff	AFSCME	31	30	34	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	2	2	2	2	2
Assistant County Attorney II	AT-3	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>
<b>Total Full-Time Positions</b>		<b>69</b>	<b>69</b>	<b>74</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>74</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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS			1			
0064	SHERIFF FEES	311,063	323,938	232,382	377,583	377,583	377,583
0066	RECORD MONEY	541	600	335	600	600	600
0068	OTHER PUB SAFETY DEPT INCOME	13,100	2,000	8,833	13,000	13,000	13,000
0559	OTHER DEPARTMENTAL CHARGEBACK	63,935	10,000	8,286	8,200	8,200	8,200
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	388,639	336,538	249,837	399,383	399,383	399,383
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	3					
		-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	3					
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	25,147		-575			
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL	25,147		-575			
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	24,889		20,552			
0229	TRANSFER FROM INSURANCE RESERVE	43,038		49,658			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	67,927		70,210			

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :08 STATE AID							
0460	OTHER STATE AID	25,025		8,638			
CHARACTER 08 SUBTOTAL		25,025		8,638			
CHARACTER :09 FEDERAL AID							
0353	FEDERAL AID - OTHER	75,075		24,301			
0604	OTHER FEDERAL AID	8,373					
CHARACTER 09 SUBTOTAL		83,448		24,301			
TYPE R SUBTOTAL		590,189	336,538	352,411	399,383	399,383	399,383
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	3,508,784	3,512,254	2,251,787	3,743,031	3,743,031	3,743,031
1600	SALARIES TEMPORARY	38,227		118,450			
1700	SALARIES OVERTIME	392,179	315,340	284,157	317,584	317,584	317,584
1900	SALARIES SHIFT DIFFERENTIAL	40,643	56,288	24,277	41,496	41,496	41,496
1902	DISABILITY 207C	83,770	95,919	50,411	107,625	107,625	107,625
1910	OUT OF TITLE PAY		331	142	618	618	618
1940	OTHER PERSONNEL SERVICES	89,372	37,375	9,043	31,400	31,400	31,400
1980	HOLIDAY OVERTIME PAY	40,847	53,677	23,578	54,490	54,490	54,490
CHARACTER 10 SUBTOTAL		4,193,822	4,071,184	2,761,845	4,296,244	4,296,244	4,296,244

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2021	AUTOMOBILES	21,400		57,984	232,182		
2480	LAW ENFORCEMENT EQUIPMENT				5,000		
		-----	-----	-----	-----	-----	-----
CHARACTER 20	SUBTOTAL	21,400		57,984	237,182		
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	2,737	5,540	4,259	5,422	5,422	5,422
4319	OFFICE SUPPLIES	21,656	27,611	12,844	28,384	27,384	27,384
4345	QUARTERMASTER SUPPLIES	82,929	109,255	84,782	104,416	102,716	102,716
4346	TRAINING AND EDUCATIONAL SUPPLIES	25,270	34,264	18,953	32,866	32,866	32,866
4347	GAS OIL GREASE AND DIESEL FUEL	2,068	4,000	947	4,000	4,000	4,000
4349	MISC OPERATIONAL SUPPLIES	22,736	23,486	23,803	79,614	22,729	22,729
4351	ANIMAL FOOD	969	1,900	533	1,900	1,900	1,900
4357	RECREATIONAL AND ACTIVITY SUPPLIES	4,356	6,000		6,000	6,000	6,000
4359	COMPUTER SOFTWARE AND SUPPLIES	6,834	3,500	2,889	2,800	2,800	2,800
4411	POSTAGE AND FREIGHT	1,983	7,750	2,977	8,050	8,050	8,050
4418	DUES AND MEMBERSHIPS	4,169	3,571	876	4,086	4,086	4,086
4419	GENERAL OFFICE EXPENSES	2,013	4,504	1,582	4,180	3,005	3,005
4422	BUILDING AND LAND RENTAL		1,200		1,200	1,200	1,200
4427	ELECTRIC CURRENT	4,621	7,000	3,806	7,500	7,500	7,500
4429	BUILDING AND GROUNDS EXPENSES		600		600	600	600
4432	LAUNDRY AND DRY CLEANING EXPENSES	3,739	3,757	2,597	5,500	5,500	5,500
4438	RECREATIONAL AND ACTIVITY EXPENSES	350		250			
4439	OTHER INSTITUTIONAL EXPENSES				1,319		
4442	PHOTOGRAPHIC EXPENSES	216					
4447	OPERATIONAL EQUIPMENT REPAIRS	1,273	2,545	2,847	3,600	2,600	2,600
4448	ADVERTISING AND PROMOTION EXPENSES				5,000		
4449	OTHER OPERATIONAL EXPENSES	22,071	32,676	8,959	18,009	18,009	18,009
4461	MILEAGE AND PARKING-LOCAL	120	750	84	870	870	870
4462	TRAVEL HOTEL AND MEALS	18,469	24,643	9,865	37,253	17,500	17,500
4463	EDUCATION AND TRAINING	16,503	13,880	7,465	14,220	14,220	14,220
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	4,998	16,000	2,945	15,924	15,924	15,924
4466	ADVISORY BD/TRUSTEES EXPENSES	557	300	459	940	940	940
4469	OTHER PERSONAL EXPENSES	180	240		240	240	240
4512	OUTSIDE RENTALS-MACHINERY	21					
4513	SOFTWARE MAINTENANCE	638					
4515	SOFTWARE RENTAL	9,000	9,000		9,000	9,000	9,000
4518	COPYING MACHINE RENTALS	4,164	8,526	6,218	9,176	9,176	9,176
4520	PROPERTY LOSS	8,382		13,653			
4523	INSURANCE CLAIMS	2,255		2,305			

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4703	LAB SERVICES	120		280			
4707	MEDICAL AND HOSPITAL SERVICES	272	485		485	485	485
4712	PHYSICIAN SERVICES		485		485	485	485
4726	CONTRACTED DATA PROCESSING SERV			1,159	33,500		
4735	INVESTIGATIONS EXPENSES	1,293	1,000	204	4,000	2,000	2,000
4742	VETERINARIAN SERVICES	464	5,000	157	2,000	2,000	2,000
4747	OTHER FEES FOR SERVICES		970		970	970	970
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	277,426	360,438	217,698	453,509	330,177	330,177
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	251,603	261,145	195,859	170,758	170,758	170,758
4603	FOOD SERVICE CHARGEBACK SPECIAL EVE	376	600	217	700	700	700
4609	DATA PROCESSING CHARGEBACKS		23,394		25,012	26,027	26,027
4615	GASOLINE CHARGEBACK	206,703	177,500	47,168	223,755	223,755	223,755
4616	FLEET SERVICE CHARGEBACK	133,050	160,459	40,115	132,431	132,431	132,431
4626	TRANSPORTATION SERVICES CHARGEBACKS	123,250	246,500	30,813	267,490	267,490	267,490
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	714,982	869,598	314,172	820,146	821,161	821,161
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	3,768					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	3,768					

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	767					
CHARACTER 70 SUBTOTAL		767					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	444,208	630,129	202,286	401,501	401,501	401,501
8030	SOCIAL SECURITY	318,173	311,445	206,053	328,426	328,426	328,426
8040	WORKERS COMPENSATION	106,179	109,099	81,825	91,314	91,314	91,314
8050	LIFE INSURANCE	1,308	1,656	859	1,656	1,656	1,656
8060	HEALTH INSURANCE	922,491	1,072,052	711,161	1,198,512	1,198,512	1,198,512
8063	DISABILITY INSURANCE	1,295	960	858	1,200	1,200	1,200
8070	UNEMPLOYMENT INSURANCE		240				
CHARACTER 80 SUBTOTAL		1,793,654	2,125,581	1,203,042	2,022,609	2,022,609	2,022,609
TYPE X SUBTOTAL		7,005,819	7,426,801	4,554,741	7,829,690	7,470,191	7,470,191
DIVISION 10 SUBTOTAL		-6,415,630	-7,090,263	-4,202,330	-7,430,307	-7,070,808	-7,070,808

**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 Public Safety 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.

**2008 OBJECTIVES**

- Add six full time Correction Officer positions to enhance the facility consistent with NYSCOC staffing requirements.
- Continue to increase effectiveness of the Corrections Division through: Federal and NYS case law.
- Continue the use of double cells 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.
- Replacement of 3 Jail transportation vehicles

**2008 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.

## 45 0023 SHERIFF/Corrections

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
First Asst. Correctional Facilities Administrator	F Admin	1	1	0	1	1
First Asst. Correctional Facilities Administrator	H Admin	0	0	1	0	0
Second Asst. Correctional Facilities Administrator	E Admin	1	1	0	1	1
Second Asst. Correctional Facilities Administrator	G Admin	0	0	1	0	0
Correction Lieutenant	AFSCME	5	5	5	5	5
Correction Sergeant	AFSCME	16	16	16	16	16
Correction Officer	AFSCME	135	135	141	135	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>165</b>	<b>165</b>	<b>171</b>	<b>165</b>	<b>168</b>
<b>PART TIME</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>167</b>	<b>167</b>	<b>173</b>	<b>167</b>	<b>170</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0065	SHERIFF ID FEES	14,580	9,096	9,107	14,580	14,580	14,580
0067	PRISONER CHARGES	630					
0464	OTHER LOCAL GOVERNMENTS	142,514					
0513	RESTITUTION/REPARATION SURCHARGE	939	1,800	945	1,000	1,000	1,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	158,663	10,896	10,052	15,580	15,580	15,580
CHARACTER :04	LICENSES AND PERMITS						
0201	PISTOL PERMITS	6,637	6,600	4,223	6,600	6,600	6,600
		-----	-----	-----	-----	-----	-----
CHARACTER 04	SUBTOTAL	6,637	6,600	4,223	6,600	6,600	6,600
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	3,376		6,680			
0229	TRANSFER FROM INSURANCE RESERVE	999		23,733			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	4,375		30,413			
CHARACTER :08	STATE AID						
0262	FELONY PRISONERS	729,030	600,000	234,819	633,000	633,000	633,000
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	729,030	600,000	234,819	633,000	633,000	633,000

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :09	FEDERAL AID						
0561	U. S. MARSHALL JAIL FACILITY	700,444	385,000	731,547	300,000	400,000	500,000
0584	PUBLIC SAFETY GRANTS - FEDERAL		12,000	5,142	7,000	7,000	7,000
0604	OTHER FEDERAL AID	47,000	10,000	23,600	40,000	40,000	40,000
		-----	-----	-----	-----	-----	-----
CHARACTER 09	SUBTOTAL	747,444	407,000	760,289	347,000	447,000	547,000
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	1,646,149	1,024,496	1,039,796	1,002,180	1,102,180	1,202,180
		-----	-----	-----	-----	-----	-----
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	7,871,748	8,250,020	5,041,975	8,459,487	8,459,487	8,564,103
1500	SALARIES PART-TIME	15,272	27,884	9,371	27,992	27,992	27,992
1600	SALARIES TEMPORARY	8,138					
1700	SALARIES OVERTIME	1,040,890	900,000	743,804	1,333,093	1,100,000	1,000,000
1900	SALARIES SHIFT DIFFERENTIAL	100,258	129,276	66,430	129,276	129,276	129,276
1910	OUT OF TITLE PAY			845			
1940	OTHER PERSONNEL SERVICES	159,600	20,200	3,883	23,400	23,400	23,400
1980	HOLIDAY OVERTIME PAY	414,874	459,664	215,553	487,703	487,703	487,703
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	9,610,780	9,787,044	6,081,861	10,460,951	10,227,858	10,232,474
		-----	-----	-----	-----	-----	-----
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2021	AUTOMOBILES				60,000		
		-----	-----	-----	-----	-----	-----
CHARACTER 20	SUBTOTAL				60,000		

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

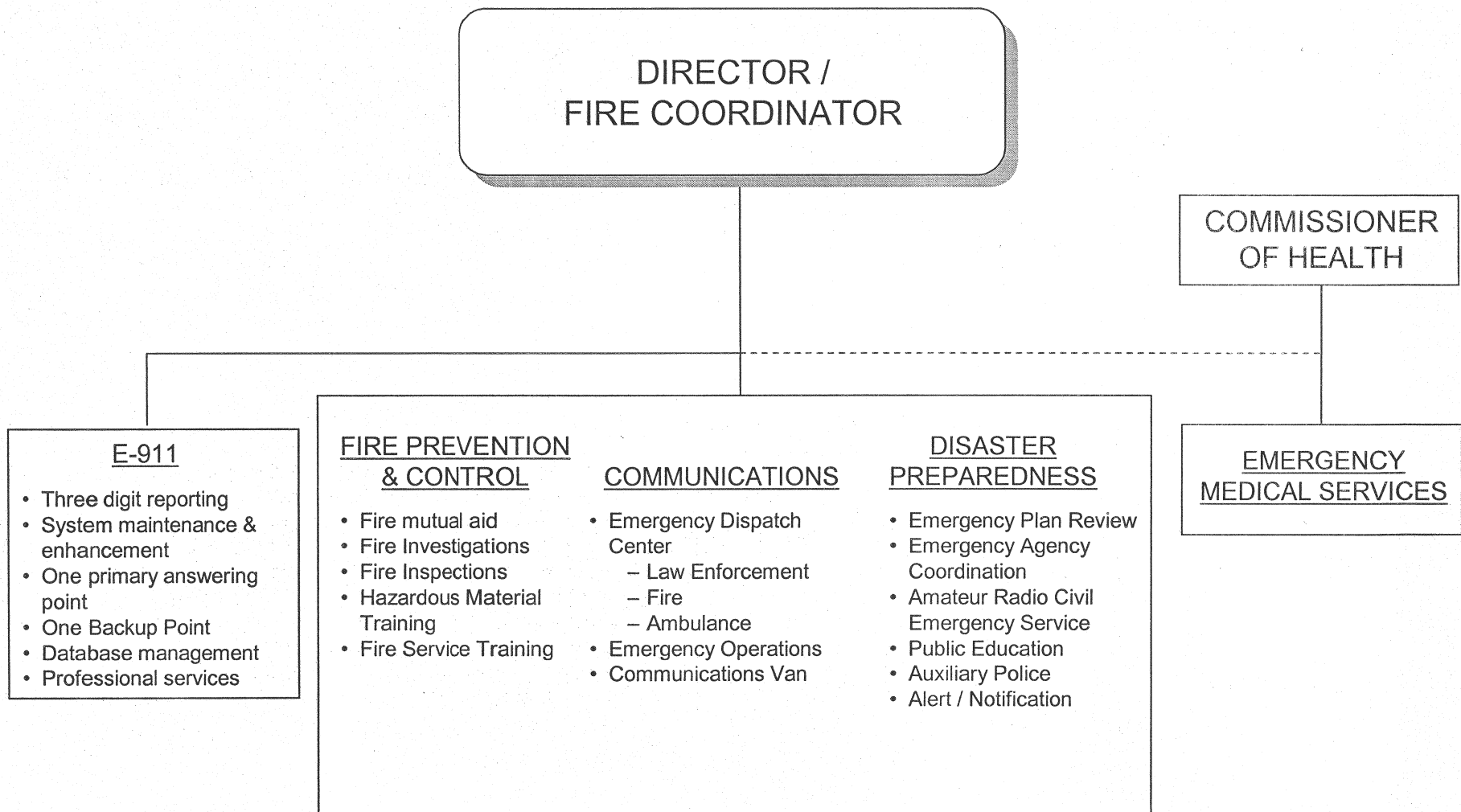
SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	10,288	6,799	1,727	6,799	6,799	6,799
4319	OFFICE SUPPLIES	31,975	28,488	14,737	36,436	25,000	15,000
4323	BLDG MAINTENANCE SUPPLIES	8,253	9,600	5,553	9,600	9,600	9,600
4329	BLDG AND GROUNDS SUPPLIES	23,912	24,862	19,261	24,862	24,862	24,862
4333	HSLD LAUNDRY & CLEANING SUPPLIES	14,553	22,649	7,248	22,649	22,649	22,649
4335	CLOTHING AND INMATE SUPPLIES	69,225	66,732	40,106	57,852	57,852	57,852
4342	PHOTOGRAPHIC SUPPLIES	6,931	6,457	1,175	6,657	6,657	6,657
4345	QUARTERMASTER SUPPLIES	12,251	18,512	7,260	18,512	18,512	18,512
4346	TRAINING AND EDUCATIONAL SUPPLIES	17,180	20,113	14,079	28,291	20,000	20,000
4347	GAS OIL GREASE AND DIESEL FUEL	2,718	4,000	2,074	4,000	4,000	4,000
4349	MISC OPERATIONAL SUPPLIES	18,757	21,867	7,470	22,667	15,000	15,000
4357	RECREATIONAL AND ACTIVITY SUPPLIES	1,202	1,200	747	1,200	1,200	1,200
4359	COMPUTER SOFTWARE AND SUPPLIES	5,081	10,000	3,492	15,595	8,000	8,000
4362	ENVIRONMENTAL HEALTH SUPPLIES	6,790	11,668	2,646	11,443	11,443	11,443
4363	MEDICAL LAB & CLINIC SUPPLIES	281	3,000	2,321	3,000	3,000	3,000
4365	PRESCRIPTION DRUGS	19,495			4,000	4,000	4,000
4411	POSTAGE AND FREIGHT	2,131	1,800	1,011	2,000	2,000	2,000
4418	DUES AND MEMBERSHIPS	3,178	3,245	809	3,275	3,275	3,275
4419	GENERAL OFFICE EXPENSES	3,267	3,905	3,062	3,905	3,905	3,905
4429	BUILDING AND GROUNDS EXPENSES	22,900	24,884	16,836	26,000	22,000	22,000
4432	LAUNDRY AND DRY CLEANING EXPENSES	13,298	15,000	4,451	17,000	17,000	17,000
4434	MEDICAL HOSPITAL AND LAB EXPENSES	880	1,500	1,650	3,000	3,000	3,000
4435	INMATE EXPENSE-OTHER FACILITIES	2,178	120,000	1,250	120,000	120,000	120,000
4437	RELIGIOUS EXPENSES	69,326	69,326	46,217	69,326	69,326	69,326
4442	PHOTOGRAPHIC EXPENSES	855	2,750	375	2,750	2,750	2,750
4447	OPERATIONAL EQUIPMENT REPAIRS	4,643	11,500	2,482	12,000	5,000	5,000
4449	OTHER OPERATIONAL EXPENSES	10,574	16,480	7,033	16,480	12,000	12,000
4462	TRAVEL HOTEL AND MEALS	5,418	14,000	12,366	14,000	14,000	2,000
4463	EDUCATION AND TRAINING	2,550	3,500	-1,094	3,500	3,500	3,500
4466	ADVISORY BD/TRUSTEES EXPENSES	54		356			
4469	OTHER PERSONAL EXPENSES	165	500	129	500	500	500
4513	SOFTWARE MAINTENANCE	5,700	6,900	6,795	8,142	8,142	8,142
4518	COPYING MACHINE RENTALS	1,975	3,775	2,292	5,203	5,203	5,203
4520	PROPERTY LOSS	185		1,513			
4523	INSURANCE CLAIMS	219		22,220			
4703	LAB SERVICES		3,000	240	3,000	3,000	3,000
4707	MEDICAL AND HOSPITAL SERVICES	70,848	302,000	17,210	302,000	302,000	202,000
4712	PHYSICIAN SERVICES	950		700	3,000	1,000	1,000
4715	OTHER HEALTH AND MEDICAL SERVICES	2,217,270	2,277,356	1,826,608	2,646,613	2,466,573	2,466,573
4747	OTHER FEES FOR SERVICES	2,413	5,000	3,069	5,000	5,000	5,000
4767	OTHER GOVERNMENTS PAYMENTS	41,460	59,485	98,629	123,295	123,295	123,295
CHARACTER 40 SUBTOTAL		2,731,329	3,201,853	2,206,105	3,663,552	3,431,043	3,309,043

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4603	FOOD SERVICE CHARGEBACK SPECIAL EVE	164	1,200	4	900	900	900
4609	DATA PROCESSING CHARGEBACKS	22,365	23,394		25,013	26,029	26,029
4614	OTHER CHARGEBACK EXPENSES	39,824	52,509	16,659	52,509	52,509	52,509
4625	FOOD SERVICE CHARGEBACKS	1,380,650	1,548,686	746,988	1,431,269	1,436,800	1,436,800
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	1,443,003	1,625,789	763,651	1,509,691	1,516,238	1,516,238
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,370					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	1,370					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	22					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	22					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	1,037,976	1,055,516	470,397	1,005,181	1,005,181	1,016,890
8030	SOCIAL SECURITY	716,052	774,274	449,672	800,328	800,328	809,469
8040	WORKERS COMPENSATION	247,747	254,569	190,926	213,064	213,064	213,064
8050	LIFE INSURANCE	3,074	4,008	2,076	4,008	4,008	4,080
8060	HEALTH INSURANCE	1,405,668	1,721,650	1,145,753	1,885,591	1,885,591	1,914,241
8063	DISABILITY INSURANCE	20,582	1,080	13,875	21,663	21,663	21,663
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	3,431,099	3,811,097	2,272,699	3,929,835	3,929,835	3,979,407
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	17,217,603	18,425,783	11,324,316	19,624,029	19,104,974	19,037,162
		-----	-----	-----	-----	-----	-----
DIVISION 20	SUBTOTAL	-15,571,454	-17,401,287	-10,284,520	-18,621,849	-18,002,794	-17,834,982
		-----	-----	-----	-----	-----	-----
DEPARTMENT 45	SUBTOTAL	-21,987,084	-24,491,550	-14,486,850	-26,052,156	-25,073,602	-24,905,790

# 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.

### **2008 OBJECTIVES**

- Maintain services at present delivery level or higher without substantial increase in budget amounts.
- Add Public Notification System (Reverse 911/NY Alert),
- Review Comprehensive Emergency Management Plan and update.

### **2008 BUDGET HIGHLIGHTS**

- Continue to fund addition of 5 temporary part-time Emergency Services Dispatcher positions in fourth quarter 2007 to reduce overtime budget by covering significantly more contractual time off for full-time staff.

46 0006 EMERGENCY SERVICES/OES - Operations

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	6	6	5	6	6
Emergency Services Dispatcher	14 CSEA	37	37	38	37	37
Senior Account Clerk Typist	9 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>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</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>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0068	OTHER PUB SAFETY DEPT INCOME	22	100	36			
0464	OTHER LOCAL GOVERNMENTS	7,944	7,944	7,944	11,000	11,000	11,000
0559	OTHER DEPARTMENTAL CHARGEBACK	1,400	1,500	-184			
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	9,366	9,544	7,796	11,000	11,000	11,000
CHARACTER :05	FINES AND FORFEITURES						
0202	FINES & FORFEITED BAIL	675		653	700	700	700
		-----	-----	-----	-----	-----	-----
CHARACTER 05	SUBTOTAL	675		653	700	700	700
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	586					
0229	TRANSFER FROM INSURANCE RESERVE	853					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	1,439					
CHARACTER :08	STATE AID						
0460	OTHER STATE AID	13,340					
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	13,340					

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :09 FEDERAL AID							
0353	FEDERAL AID - OTHER	40,020					
0369	CIVIL DEFENSE	44,266	43,319	59,128	48,707	48,707	48,707
		-----	-----	-----	-----	-----	-----
CHARACTER 09 SUBTOTAL		84,286	43,319	59,128	48,707	48,707	48,707
		-----	-----	-----	-----	-----	-----
TYPE R SUBTOTAL		109,106	52,863	67,577	60,407	60,407	60,407
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,885,883	1,947,950	1,201,802	1,800,381	1,904,881	1,924,881
1600	SALARIES TEMPORARY	147,363	143,266	100,357	144,091	168,236	168,236
1700	SALARIES OVERTIME	185,044	133,358	112,968	98,977	106,087	106,087
1900	SALARIES SHIFT DIFFERENTIAL	17,534	22,283	13,496	22,283	22,283	22,283
1910	OUT OF TITLE PAY	566	750	1,190	750	750	750
1930	STAND-BY PAY	13,841	14,600	9,665		14,600	14,600
1940	OTHER PERSONNEL SERVICES	7,810	8,600	8,400	10,200	10,200	10,200
1980	HOLIDAY OVERTIME PAY	1,086	110,660				
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		2,259,127	2,381,467	1,447,878	2,076,682	2,227,037	2,247,037
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	939	1,125	171	1,135	1,135	1,135
4319	OFFICE SUPPLIES	2,161	2,500	802			
4331	FOOD AND BEVERAGES	222					
4342	PHOTOGRAPHIC SUPPLIES	355	575		475	475	475
4344	ARSON INVESTIGATION SUPPLIES	1,877	855		955	955	955
4346	TRAINING AND EDUCATIONAL SUPPLIES	37	200		200	200	200
4347	GAS OIL GREASE AND DIESEL FUEL	345	750	335	750	750	750
4349	MISC OPERATIONAL SUPPLIES	16,364	4,750	2,777	2,500	2,500	2,500
4359	COMPUTER SOFTWARE AND SUPPLIES	985	150		150	150	150
4411	POSTAGE AND FREIGHT	512		16			
4418	DUES AND MEMBERSHIPS	460	670	475	670	670	670
4419	GENERAL OFFICE EXPENSES	198	1,650	198	1,650	1,650	1,650
4442	PHOTOGRAPHIC EXPENSES		300	49	300	300	300
4449	OTHER OPERATIONAL EXPENSES	2,728	4,000	982	4,000	4,000	4,000
4461	MILEAGE AND PARKING-LOCAL	1,869	3,200	1,288	4,000	4,000	4,000
4462	TRAVEL HOTEL AND MEALS	2,277	1,800	48	1,800	1,800	1,800
4463	EDUCATION AND TRAINING	729	3,886	25	4,686	4,686	4,686

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4518	COPYING MACHINE RENTALS	2,971	5,500	2,837			
4523	INSURANCE CLAIMS	853					
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	35,882	31,911	10,003	23,271	23,271	23,271
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	3,023	2,615	1,961	3,403	3,403	3,403
4614	OTHER CHARGEBACK EXPENSES	200					
4615	GASOLINE CHARGEBACK	20,208	6,000	1,795	10,255	10,255	10,255
4616	FLEET SERVICE CHARGEBACK	9,641	10,990	2,748	13,243	13,243	13,243
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	33,072	19,605	6,504	26,901	26,901	26,901
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,746					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	1,746					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	168					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	168					

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	224,857	251,939	100,433	270,552	280,794	280,794
8030	SOCIAL SECURITY	169,187	166,511	107,594	215,205	223,199	223,199
8040	WORKERS COMPENSATION	16,373	15,450	14,672	25,206	25,206	25,206
8050	LIFE INSURANCE	851	1,080	566	1,008	1,056	1,056
8060	HEALTH INSURANCE	311,270	370,930	248,100	394,732	420,602	420,602
8063	DISABILITY INSURANCE	4,836	4,560	3,174	4,680	4,680	4,680
8070	UNEMPLOYMENT INSURANCE		19,563				
CHARACTER 80 SUBTOTAL		727,374	830,033	474,539	911,383	955,537	955,537
TYPE X SUBTOTAL		3,057,369	3,263,016	1,938,924	3,038,237	3,232,746	3,252,746
DIVISION 46 SUBTOTAL		-2,948,263	-3,210,153	-1,871,347	-2,977,830	-3,172,339	-3,192,339

**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.

**2008 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 a complete backup 911 dispatch site.

**2008 BUDGET HIGHLIGHTS**

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

46 0097 EMERGENCY SERVICES/911

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Communications Supervisor	24 Admin	1	1	1	1	1
Senior Emergency Services Dispatcher	18 BAPA	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>
<b>Total Full-Time Positions</b>		<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</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>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	706					
0557	911 SURCHARGE - LANDLINE	384,351	300,000	202,632	300,000	300,000	300,000
0905	911 SURCHARGE - WIRELESS	314,143	274,680	166,537	298,084	298,084	298,084
		-----	-----	-----	-----	-----	-----
CHARACTER 07 SUBTOTAL		699,200	574,680	369,169	598,084	598,084	598,084
		-----	-----	-----	-----	-----	-----
TYPE R SUBTOTAL		699,200	574,680	369,169	598,084	598,084	598,084
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	57,666	64,341	34,906	110,756	110,756	69,756
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		57,666	64,341	34,906	110,756	110,756	69,756
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2460	COMMUNICATIONS EQUIPMENT	15,305					
2850	COMPUTER EQUIPMENT	25,592					
		-----	-----	-----	-----	-----	-----
CHARACTER 20 SUBTOTAL		40,897					
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS		500		100	100	100
4319	OFFICE SUPPLIES	9,508	11,000	1,417	12,500	12,500	12,500
4349	MISC OPERATIONAL SUPPLIES	71,605	58,000	7,147	31,000		31,000
4359	COMPUTER SOFTWARE AND SUPPLIES	7,473	15,175	16,782	10,000		10,000
4411	POSTAGE AND FREIGHT		200	42	200	200	200
4412	TELEPHONE	139,002	194,000	58,141	108,000	108,000	108,000
4418	DUES AND MEMBERSHIPS	83					
4419	GENERAL OFFICE EXPENSES				1,650	1,650	1,650
4449	OTHER OPERATIONAL EXPENSES	101,294	137,380	54,003	78,284	78,284	78,284
4459	RESERVE FOR PROGRAMS				10,000		
4462	TRAVEL HOTEL AND MEALS	3,517	8,504	3,735	12,256	12,256	12,256
4463	EDUCATION AND TRAINING	5,683	8,936	5,668	8,936	8,936	8,936
4513	SOFTWARE MAINTENANCE	6,927	10,700	1,280	11,300	4,700	4,700
4516	HARDWARE RENTAL	4,535					
4518	COPYING MACHINE RENTALS				5,500	5,500	5,500

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4726	CONTRACTED DATA PROCESSING SERV			2,500			
CHARACTER 40	SUBTOTAL	349,627	444,395	150,715	289,726	232,126	273,126
CHARACTER :41	CHARGEBACK EXPENSES						
4609	DATA PROCESSING CHARGEBACKS	124,486	131,166	65,583	132,903	132,903	132,903
CHARACTER 41	SUBTOTAL	124,486	131,166	65,583	132,903	132,903	132,903
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	7,658					
CHARACTER 60	SUBTOTAL	7,658					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	136					
CHARACTER 70	SUBTOTAL	136					

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	6,205	6,750	2,635	10,854	10,854	10,854
8030	SOCIAL SECURITY	4,331	4,922	2,561	8,473	8,473	8,473
8050	LIFE INSURANCE	18	24	13	48	48	48
8060	HEALTH INSURANCE	4,539	4,620	8,624	27,101	27,101	27,101
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	15,093	16,316	13,833	46,476	46,476	46,476
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	595,563	656,218	265,037	579,861	522,261	522,261
		-----	-----	-----	-----	-----	-----
DIVISION 50	SUBTOTAL	103,637	-81,538	104,132	18,223	75,823	75,823
		-----	-----	-----	-----	-----	-----
DEPARTMENT 46	SUBTOTAL	-2,844,626	-3,291,691	-1,767,215	-2,959,607	-3,096,516	-3,116,516

# PROBATION

## PROBATION DIRECTOR

### DEPUTY DIRECTOR

#### CRIMINAL DIVISION

- Criminal Probation Supervision
- Criminal Investigations
- Specialized DWI Caseload
- Specialized Sex Offender Caseload
- Specialized Domestic Violence Caseload
- Specialized DSS Fraud Caseload
- New York Statewide Police Information Network (NYSPIN) & e-Justice
- Transfer In/Out of Probation Cases
- Electronic Monitoring
- Sex Offender Registry
- DNA Collection
- Drug and Alcohol Testing
- Coordination/Assessment with Forensic Unit of Mental Health
- Drug, Domestic Violence and Family Treatment Courts
- Probation Tracking System
- Integrated Probation Registrant System (IPRS)

#### GRANT

- 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
  - PINS (Persons in Need of Supervision)
  - JD's (Juvenile Delinquents)
  - Support Cases
- Comprehensive Assessments/ Reports
- Diversion Case Management
- Youth Assessment Screening Instrument (YASI)
- Probation Tracking System
- Connections (DSS Case Management System)
- 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 service 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 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, gangs, 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.

### 2008 OBJECTIVES

- To attempt to manage a criminal caseload with increasingly more serious offenders being placed on probation. The probation population of 2006-07 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 and Family Treatment Court. 2008 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 for adults.
- To continue to work with the STOP-DWI Program in an attempt to change the behavior of the DWI offender.
- To continue to promote probation officer safety through offering an in-house two-day "Officer Safety and Survival Training" program to all new officers hired. This will be augmented with all officers using appropriate safety equipment provided by this department.

### 2008 BUDGET HIGHLIGHTS

- It is anticipated that the 2008 state aid reimbursement rate for eligible probation expenses will be 18%.

28 0024 PROBATION

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULLTIME</u></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	2	2	2	2	2
Account Clerk Typist	7 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</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>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>
*One Account Clerk Unfunded						

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0513	RESTITUTION/REPARATION SURCHARGE	19,852	21,500	11,959	21,500	21,500	21,500
0559	OTHER DEPARTMENTAL CHARGEBACK	30,000	30,000	18,068	75,000	75,000	75,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	49,852	51,500	30,027	96,500	96,500	96,500
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			30			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL			30			
CHARACTER :08	STATE AID						
0257	PROBATION SERVICES	391,545	393,431	-10,103	363,686	363,686	363,686
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	391,545	393,431	-10,103	363,686	363,686	363,686
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	441,397	444,931	19,954	460,186	460,186	460,186
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,369,886	1,468,525	913,885	1,547,753	1,520,366	1,520,366
1600	SALARIES TEMPORARY	24,633	28,458	19,410	29,300	29,300	29,300
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	1,394,519	1,496,983	933,295	1,577,053	1,549,666	1,549,666

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	219	300	76	300	300	300
4319	OFFICE SUPPLIES	12,014	14,500	5,310	14,500	14,500	14,500
4323	BLDG MAINTENANCE SUPPLIES	515					
4326	FUEL AND HEATING SUPPLIES	15,922	16,700	11,747	30,295	30,295	30,295
4329	BLDG AND GROUNDS SUPPLIES	2,336	1,500	86	1,650	1,650	1,650
4331	FOOD AND BEVERAGES	43	150		150	150	150
4347	GAS OIL GREASE AND DIESEL FUEL	153	200	59	200	200	200
4349	MISC OPERATIONAL SUPPLIES	3,933	15,394	3,690	15,475	15,475	15,475
4359	COMPUTER SOFTWARE AND SUPPLIES	2,053					
4411	POSTAGE AND FREIGHT	118	206	4	214	214	214
4418	DUES AND MEMBERSHIPS	375	650	300	725	725	725
4419	GENERAL OFFICE EXPENSES	303	994	126	994	994	994
4422	BUILDING AND LAND RENTAL		180,996	180,996	180,996	180,996	180,996
4425	WATER AND SEWAGE CHARGES	941	3,600	3,050	4,140	4,140	4,140
4427	ELECTRIC CURRENT	34,436	37,300	19,636	39,165	39,165	39,165
4429	BUILDING AND GROUNDS EXPENSES	976	1,056	491	1,056	1,056	1,056
4449	OTHER OPERATIONAL EXPENSES	120	260	267	260	260	260
4461	MILEAGE AND PARKING-LOCAL	16,844	22,296	11,489	22,176	22,176	22,176
4462	TRAVEL HOTEL AND MEALS	1,971	4,618	687	5,298	5,298	5,298
4463	EDUCATION AND TRAINING	856	2,620	656	2,620	2,620	2,620
4518	COPYING MACHINE RENTALS	1,039	3,156	2,099	3,156	3,156	3,156
4747	OTHER FEES FOR SERVICES	1,023	2,460	208	2,600	2,600	2,600
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	96,190	308,956	240,977	325,970	325,970	325,970

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	2,797	1,015	254	2,003	2,003	2,003
4609	DATA PROCESSING CHARGEBACKS	106,407	126,000	63,000	103,233	103,233	103,233
4610	PERSONAL SERVICES CHARGEBACKS	22,404	23,127	11,070	24,889	24,889	24,889
4614	OTHER CHARGEBACK EXPENSES		250	200	250	250	250
4615	GASOLINE CHARGEBACK	3,536	3,500	547	2,681	2,681	2,681
4616	FLEET SERVICE CHARGEBACK	9,641	10,990	2,748	11,036	11,036	11,036
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	144,785	164,882	77,819	144,092	144,092	144,092
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,986					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	1,986					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	164,734					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	164,734					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	179,792	155,353	70,832	154,410	151,717	151,717
8030	SOCIAL SECURITY	103,173	114,518	68,740	120,532	118,430	118,430
8040	WORKERS COMPENSATION	9,059	16,414	2,331	20,596	20,596	20,596
8050	LIFE INSURANCE	643	840	406	864	840	840
8060	HEALTH INSURANCE	401,513	477,077	308,488	673,775	668,757	668,757
8063	DISABILITY INSURANCE	3,823	3,720	2,454	3,840	3,720	3,720
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	698,003	767,922	453,251	974,017	964,060	964,060

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	92,783	92,783	92,783	189,468	189,468	189,468
CHARACTER 90	SUBTOTAL	92,783	92,783	92,783	189,468	189,468	189,468
TYPE X	SUBTOTAL	2,593,000	2,831,526	1,798,125	3,210,600	3,173,256	3,173,256
DIVISION 28	SUBTOTAL	-2,151,603	-2,386,595	-1,778,171	-2,750,414	-2,713,070	-2,713,070

## **PROBATION/PINS – 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 back 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 behavior difficulties. On April 1, 2005, a major change in the way these complaints are handled was enacted into law. Now every effort must be made to provide services to this population in order to avoid court action. 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 2008 PINS plan. It is the goal of services to divert youth from Family Court, avoiding costly detention and institutional placements. The PINS Unit will continue to do court ordered predispositional 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 predispositional investigations and supervises adjudicated JD Family Court cases. The unit also provides adoption, custody and visitation investigations for Family Court, as well as requesting funding of J-RISC grant, which is not funded under the PINS/JD budget.

### **2008 OBJECTIVES**

- To continue to provide quality services to the PINS/JD caseload. 2006 saw 767 cases opened for services and 2007's projected figure is 645. We are finding that with the change in 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 old for PINS.
- To continue 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 of reducing costly placements by timely interventions at the community level.

### **2008 BUDGET HIGHLIGHTS**

- The entire 2008 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULLTIME</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>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0045	CHARGEBACKS - D S S	974,414	1,064,129	281,791	1,097,258	1,097,258	1,097,258
CHARACTER 02	SUBTOTAL	974,414	1,064,129	281,791	1,097,258	1,097,258	1,097,258
TYPE R	SUBTOTAL	974,414	1,064,129	281,791	1,097,258	1,097,258	1,097,258
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	671,825	728,211	464,614	745,312	745,312	745,312
CHARACTER 10	SUBTOTAL	671,825	728,211	464,614	745,312	745,312	745,312
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4326	FUEL AND HEATING SUPPLIES	1,985	2,100	1,464	2,163	2,163	2,163
4349	MISC OPERATIONAL SUPPLIES	1,332	1,492		1,150	1,150	1,150
4422	BUILDING AND LAND RENTAL		22,566	22,566	22,566	22,566	22,566
4427	ELECTRIC CURRENT	4,293	4,500	2,448	5,000	5,000	5,000
4461	MILEAGE AND PARKING-LOCAL	9,377	20,292	6,601	21,792	21,792	21,792
4462	TRAVEL HOTEL AND MEALS	1,371	2,686	299	3,264	3,264	3,264
4463	EDUCATION AND TRAINING	630	1,330	355	1,330	1,330	1,330
4747	OTHER FEES FOR SERVICES	490	1,990	188	1,960	1,960	1,960
CHARACTER 40	SUBTOTAL	19,478	56,956	33,921	59,225	59,225	59,225

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

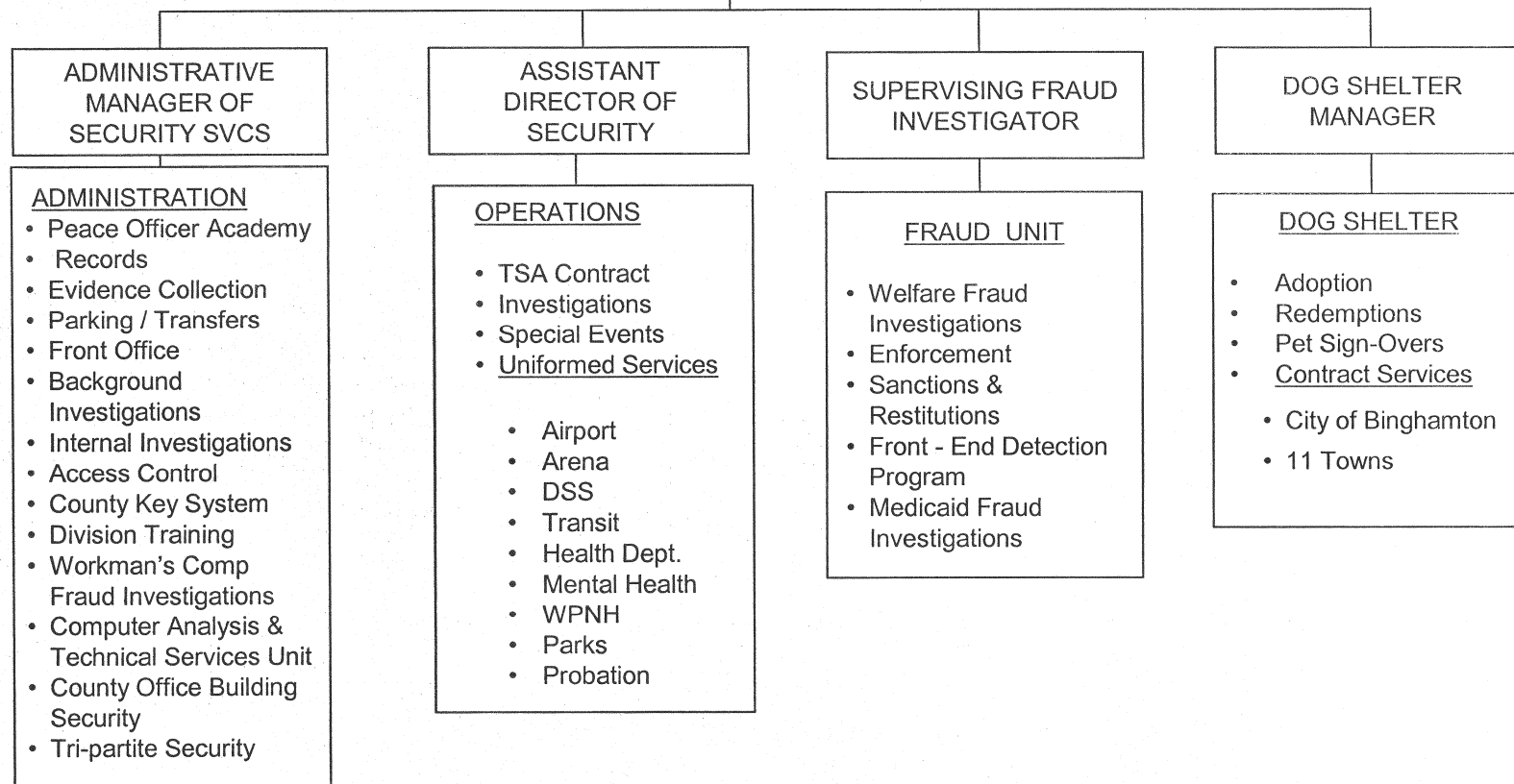
SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:28 PROBATION  
DIVISION :29 PINS ADJUSTMENT SERVICES PROGRAM

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES	700	750	500	750	750	750
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	700	750	500	750	750	750
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	20,512					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	20,512					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	79,182	83,683	35,144	73,039	73,039	73,039
8030	SOCIAL SECURITY	49,465	55,708	33,648	57,016	57,016	57,016
8040	WORKERS COMPENSATION	3,907	4,244	583	4,371	4,371	4,371
8050	LIFE INSURANCE	302	384	203	384	384	384
8060	HEALTH INSURANCE	127,340	149,490	100,997	165,634	165,634	165,634
8063	DISABILITY INSURANCE	1,721	1,680	1,290	1,680	1,680	1,680
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	261,917	295,189	171,865	302,124	302,124	302,124
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	974,432	1,081,106	670,900	1,107,411	1,107,411	1,107,411
		-----	-----	-----	-----	-----	-----
DIVISION 29	SUBTOTAL	-18	-16,977	-389,109	-10,153	-10,153	-10,153
		-----	-----	-----	-----	-----	-----
DEPARTMENT 28	SUBTOTAL	-2,151,621	-2,403,572	-2,167,280	-2,760,567	-2,723,223	-2,723,223

# SECURITY SERVICES

COMMISSIONER OF PUBLIC WORKS

DIRECTOR OF  
SECURITY SERVICES



**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.

**2008 OBJECTIVES**

- Reorganize the Division to compliment core services.
- Evaluate Medicare Fraud –Recipient Fraud efforts.

**2008 BUDGET HIGHLIGHTS**

- Reorganize the Security Division to more accurately reflect core services.

03 0080 PUBLIC WORKS/Security  
1450  
1476

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	2	1	1	1	1
Supervising Fraud Investigator	23 BAPA	1	1	1	1	1
Security Supervisor	18 BAPA	3	6	6	6	6
Dog Shelter Manager	17 BAPA	1	1	1	1	1
Sr Security Svcs Investigator	20 CSEA	0	2	2	2	2
Security Services Investigator	17 CSEA	7	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	21	17	17	17	17
Keyboard Specialist	8 CSEA	2	2	2	2	2
Kennel Person	7 CSEA	3	3	3	3	3
Security Officer I	7 CSEA	5	3	3	3	3
<b>Total Full-Time Positions</b>		<b>49</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>
<b>PART TIME</b>						
Account Clerk Typist	7 CSEA	1	1	1	1	1
Security Officer II	12 CSEA	1	1	1	1	1
Security Officer I	7 CSEA	4	4	4	4	4
<b>Total Part-Time Positions</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>TOTAL POSITIONS</b>		<b>55</b>	<b>52</b>	<b>52</b>	<b>52</b>	<b>52</b>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	2,230					
0038	SECURITY SERVICES	1,361,582	1,679,764	681,850	1,650,798	1,650,798	1,650,798
0177	REIMBURSEMENT - ANIMAL SHELTER	211,205	182,204	61,953	182,204	182,204	182,204
0544	EVENTS - BASEMENT PARKING	10,494		6,315	10,494	10,494	10,494
0555	DOG LICENSE REVENUE	14,409	14,000		14,000	14,000	14,000
0559	OTHER DEPARTMENTAL CHARGEBACK	400		200			
0624	SHELTER REVENUE	55,545	55,000		55,000	55,000	55,000
0637	BCC CHARGES	127,888					
0639	SECURITY SERVICES - OUTSIDE USERS	694,364		88,109			
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	2,478,117	1,930,968	838,427	1,912,496	1,912,496	1,912,496
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	1,442	1,800	239	1,800	1,800	1,800
0193	PARKING LOT	1,300	744	495	1,300	1,300	1,300
0194	PARKING PLAZA	50,970		27,595	31,524	31,524	31,524
		-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	53,712	2,544	28,329	34,624	34,624	34,624
CHARACTER :07	MISC/INTERFUND REVENUES						
0220	UNCLASSIFIED REVENUES	19,603	11,400	8,591	32,811	32,811	32,811
0226	TRANSFER FROM RESERVE FUND	71,148	44,770	44,770	31,713	31,713	31,713
0229	TRANSFER FROM INSURANCE RESERVE			3,381			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	90,751	56,170	56,742	64,524	64,524	64,524

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :08	STATE AID						
0240	TEMPORARY COURT OFFICERS		161,144		154,000	154,000	154,000
0460	OTHER STATE AID	2,061		1,320			
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	2,061	161,144	1,320	154,000	154,000	154,000
CHARACTER :09	FEDERAL AID						
0353	FEDERAL AID - OTHER	6,184		3,959			
0584	PUBLIC SAFETY GRANTS - FEDERAL	179,302	169,768	123,309	169,768	169,768	169,768
0900	FEDERAL AID - OTHER	10,450					
		-----	-----	-----	-----	-----	-----
CHARACTER 09	SUBTOTAL	195,936	169,768	127,268	169,768	169,768	169,768
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	2,820,577	2,320,594	1,052,086	2,335,412	2,335,412	2,335,412
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,472,939	1,583,850	844,505	1,725,464	1,725,464	1,725,464
1500	SALARIES PART-TIME	57,239	78,481	34,708	78,481	78,481	78,481
1600	SALARIES TEMPORARY	749,057	583,083	423,962	577,863	577,863	577,863
1700	SALARIES OVERTIME	160,845	53,707	78,054	53,667	53,667	53,667
1900	SALARIES SHIFT DIFFERENTIAL	15,905	20,091	7,838	20,091	20,091	20,091
1930	STAND-BY PAY	30,326	5,773	5,113	5,773	5,773	5,773
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	2,486,311	2,324,985	1,394,180	2,461,339	2,461,339	2,461,339

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,904	2,150	241	2,150	2,150	2,150
4319	OFFICE SUPPLIES	10,651	9,700	2,985	9,700	9,700	9,700
4323	BLDG MAINTENANCE SUPPLIES	2,485	1,450	386	1,450	1,450	1,450
4326	FUEL AND HEATING SUPPLIES	10,951	14,800	7,375	15,540	15,540	15,540
4329	BLDG AND GROUNDS SUPPLIES	6,434	5,500	4,408	5,500	5,500	5,500
4341	MOTOR EQUIPMENT SUPPLIES	356					
4342	PHOTOGRAPHIC SUPPLIES	3,499	2,600	418	2,600	2,600	2,600
4346	TRAINING AND EDUCATIONAL SUPPLIES	171					
4347	GAS OIL GREASE AND DIESEL FUEL	131		144			
4349	MISC OPERATIONAL SUPPLIES	39,297	46,300	12,563	44,775	34,775	34,775
4351	ANIMAL FOOD	899	2,000	603	2,000	2,000	2,000
4356	UNIFORMS	26,919	22,500	7,570	22,500	22,500	22,500
4358	SAFETY SUPPLIES	5,195	2,450	1,720	2,450	2,450	2,450
4359	COMPUTER SOFTWARE AND SUPPLIES	10,657	14,100	9,469	14,100	14,100	14,100
4411	POSTAGE AND FREIGHT	128	500	57	500	500	500
4418	DUES AND MEMBERSHIPS	748	2,510	1,046	2,510	2,510	2,510
4419	GENERAL OFFICE EXPENSES	2,519	500	1,261	500	500	500
4423	BLDG GROUNDS AND EQUIP REPAIR	150		96			
4425	WATER AND SEWAGE CHARGES	2,898	3,000	1,077	3,000	3,000	3,000
4426	HEATING AND AIR COND PLANT EXP			69			
4427	ELECTRIC CURRENT	4,025	5,000	3,110	5,150	5,150	5,150
4429	BUILDING AND GROUNDS EXPENSES	3,939	2,700	1,636	2,700	2,700	2,700
4432	LAUNDRY AND DRY CLEANING EXPENSES	107					
4441	MOTOR EQUIP REPAIRS AND MAINT	375					
4442	PHOTOGRAPHIC EXPENSES		360		360	360	360
4447	OPERATIONAL EQUIPMENT REPAIRS	349					
4448	ADVERTISING AND PROMOTION EXPENSES		200		200	200	200
4449	OTHER OPERATIONAL EXPENSES	3,800	9,200	3,839	9,200	3,200	9,200
4461	MILEAGE AND PARKING-LOCAL		500		500	500	500
4462	TRAVEL HOTEL AND MEALS	7,204	6,800	2,398	6,800	6,800	6,800
4463	EDUCATION AND TRAINING	4,405	11,300	1,515	11,300	11,300	11,300
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS		500		500	500	500
4518	COPYING MACHINE RENTALS	113	1,000	53	1,000	1,000	1,000
4520	PROPERTY LOSS			3,381			
4742	VETERINARIAN SERVICES	17,498	16,000	10,627	16,000	16,000	16,000
CHARACTER 40	SUBTOTAL	167,807	183,620	78,047	182,985	166,985	172,985

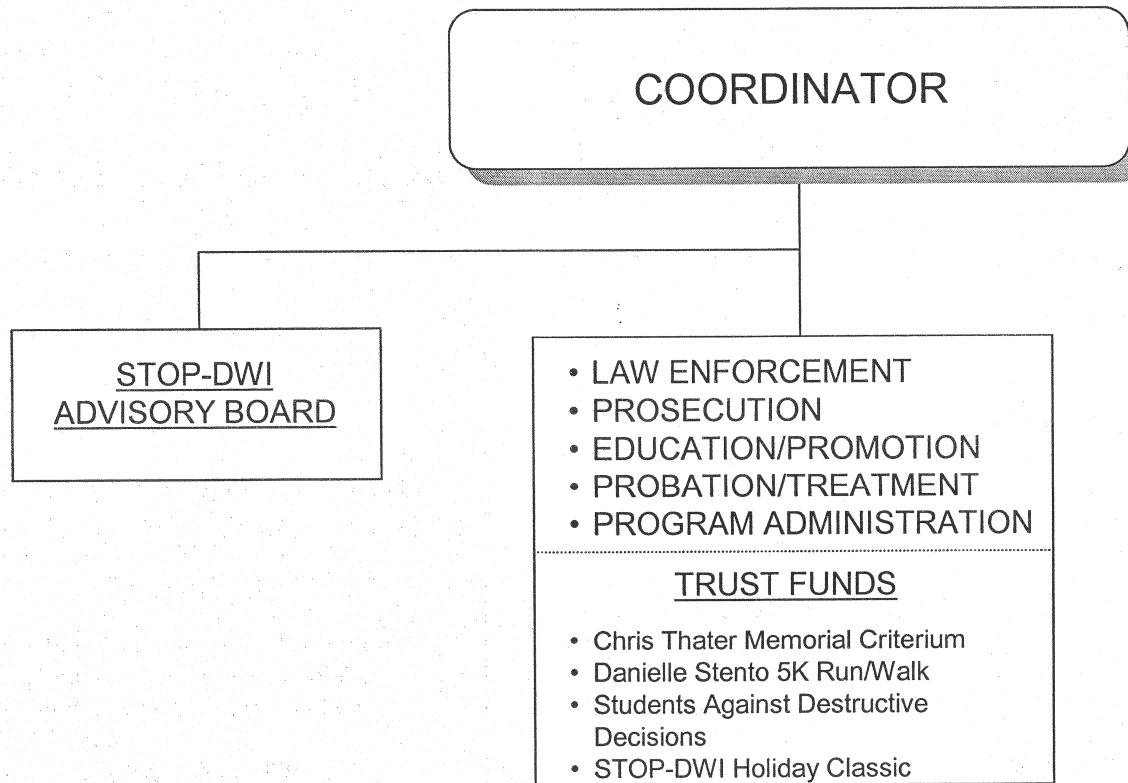
REPORT:BP033

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	39,174	83,252	62,432	41,125	41,125	41,125
4605	COUNTY ATTORNEY CHARGEBACKS	1,270					
4609	DATA PROCESSING CHARGEBACKS	1,472			3,355	3,355	3,355
4614	OTHER CHARGEBACK EXPENSES	1,843	2,500	970	182	182	182
4615	GASOLINE CHARGEBACK	34,524	31,270	6,840	33,055	33,055	33,055
4616	FLEET SERVICE CHARGEBACK	38,565	39,317	9,891	37,522	37,522	37,522
4617	DUPLICATING/PRINTING CHARGEBACK	38			1,063	1,063	1,063
4618	OFFICE SUPPLIES CHARGEBACK	513			1,627	1,627	1,627
4619	BUILDING SERVICE CHARGEBACK	12,201	10,000	2,094	10,000	10,000	10,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	41,612	51,758	12,940	32,525	32,525	32,525
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	171,212	218,097	95,167	160,454	160,454	160,454
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	187,493	187,243	70,569	214,564	214,564	214,564
8030	SOCIAL SECURITY	185,877	177,408	103,778	206,350	206,350	206,350
8040	WORKERS COMPENSATION	14,055	14,477	10,848	11,032	11,032	11,032
8050	LIFE INSURANCE	929	1,128	471	1,368	1,368	1,368
8060	HEALTH INSURANCE	395,865	482,283	232,937	532,193	532,193	532,193
8063	DISABILITY INSURANCE	4,926	4,920	2,306	6,000	6,000	6,000
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	789,145	867,459	420,909	971,507	971,507	971,507
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TYPE X	SUBTOTAL	3,614,475	3,594,161	1,988,303	3,776,285	3,760,285	3,766,285
		-----	-----	-----	-----	-----	-----
DIVISION 06	SUBTOTAL	-793,898	-1,273,567	-936,217	-1,440,873	-1,424,873	-1,430,873
		-----	-----	-----	-----	-----	-----
DEPARTMENT 03	SUBTOTAL	-5,951,583	-6,939,750	-4,292,080	-7,190,831	-7,136,331	-7,134,831

# STOP - DWI



## **STOP-DWI - 82**

### **MISSION STATEMENT**

To develop and coordinate a comprehensive DWI counter-measure program to deter the incidence of drunk driving and the occurrence of alcohol 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 alcohol and other drug-related traffic crashes within the context of a comprehensive and financially self-sustaining alcohol and highway safety program.

Pursuant to Article 31 Section 1197 of the New York State Vehicle and Traffic Law, the Broome County STOP-DWI Program develops and coordinates a comprehensive DWI countermeasures program – that places a priority on general deterrence – the prevention of drunk driving through the increased certainty of arrest and conviction. 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 order to educate the public about the dangers of drunk driving, the increased certainty of arrest and harsh penalties one faces if convicted, a large print and electronic media campaign have been undertaken.

Additionally, STOP-DWI sponsors numerous training seminars for professionals who deal with various aspects of the drunk driving issues. STOP-DWI also works with local middle and high school SADD Chapters and conducts outreach programs and community based education efforts. The STOP-DWI Program also sponsors a high school basketball tournament, a high school baseball tournament, a bicycle race, a 5K Run and a girl’s softball tournament, using the popularity of sports to further promote the STOP-DWI message.

STOP-DWI funding is limited to enhancement programs, which reduce the incidence of drunk driving, and is supported entirely by the fines paid by people convicted of driving while intoxicated.

### **2008 OBJECTIVES**

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

- Continue the 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.
- 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 drunk driving issues.
- Conduct a comprehensive electronic and print advertising campaign to promote awareness about the DWI issue.
- Conduct special events such as the STOP-DWI Holiday Classic, STOP-DWI World Youth Classic, STOP-DWI Tournament of Champions, Chris Thater Memorial and the Danielle Stento Project to further promote the STOP-DWI message to youth and the community.
- Conduct community outreach by public speaking engagements, by 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 SADD at the middle and high school levels.

### **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.

### **2008 BUDGET HIGHLIGHTS**

- Application of DWI fine revenues to cover FY2008 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	<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>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:82 STOP-DWI

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0492	MISC ADMIN AND OTHER INCOME	10,575			10,000	10,000	10,000
CHARACTER 02 SUBTOTAL		10,575			10,000	10,000	10,000
CHARACTER :05	FINES AND FORFEITURES						
0203	STOP DWI FINES	377,855	356,000	200,466	370,000	370,000	370,000
0650	DWI SUPERVISION FEES	20,365	30,000	17,501	35,000	35,000	35,000
CHARACTER 05 SUBTOTAL		398,220	386,000	217,967	405,000	405,000	405,000
TYPE R SUBTOTAL		408,795	386,000	217,967	415,000	415,000	415,000
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	129,857	131,628	83,976	135,081	135,081	135,081
CHARACTER 10 SUBTOTAL		129,857	131,628	83,976	135,081	135,081	135,081
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,745	1,000	536	1,000	1,000	1,000
4319	OFFICE SUPPLIES	3,544	3,500	1,139	4,093	4,093	4,093
4342	PHOTOGRAPHIC SUPPLIES	426	2,000		2,000	2,000	2,000
4347	GAS OIL GREASE AND DIESEL FUEL		50		50	50	50
4349	MISC OPERATIONAL SUPPLIES	2,825	3,500	1,441	3,500	3,500	3,500
4359	COMPUTER SOFTWARE AND SUPPLIES	1,093	500	505			
4411	POSTAGE AND FREIGHT	37	250	221	250	250	250
4418	DUES AND MEMBERSHIPS	786	1,411	948	1,400	1,400	1,400
4442	PHOTOGRAPHIC EXPENSES		500		500	500	500
4447	OPERATIONAL EQUIPMENT REPAIRS	709	750	346	750	750	750
4448	ADVERTISING AND PROMOTION EXPENSES	44,155	50,000	35,807	55,076	55,076	55,076
4457	SUBCONTRACTED PROGRAM EXPENSE	31,747	65,000	17,000	83,800	83,800	83,800
4461	MILEAGE AND PARKING-LOCAL	832	500	528	500	500	500
4462	TRAVEL HOTEL AND MEALS	680	500	135	500	500	500
4463	EDUCATION AND TRAINING	75	1,000	335	1,500	1,500	1,500
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS		2,000		3,000	3,000	3,000
4466	ADVISORY BD/TRUSTEES EXPENSES	214	200	81	300	300	300
4467	NON-EMPLOYEE EDUCATION AND TRNG		1,500		2,700	2,700	2,700

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

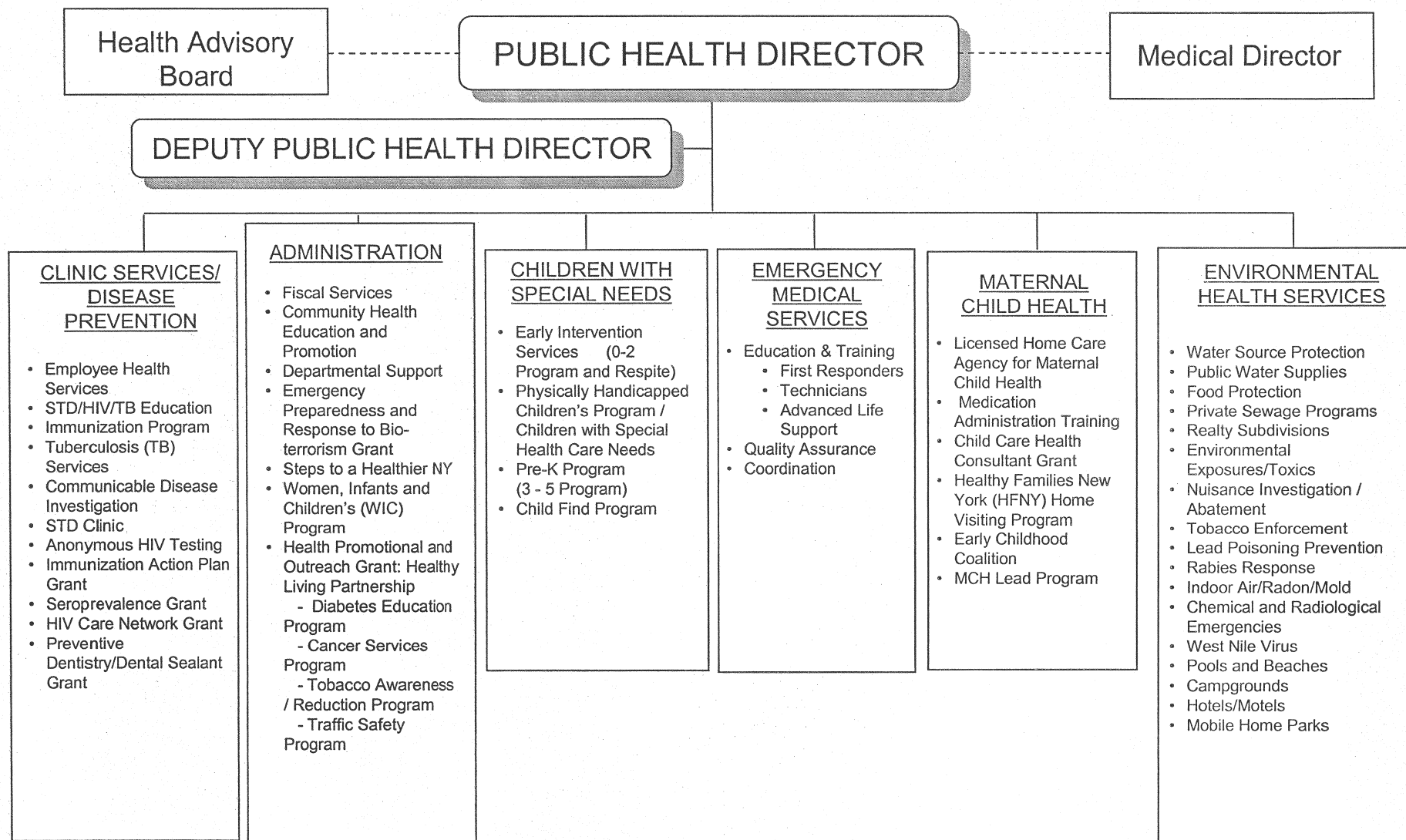
SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:82 STOP-DWI

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4518	COPYING MACHINE RENTALS	1,626	1,500	935	1,500	1,500	1,500
CHARACTER 40 SUBTOTAL		90,494	135,661	59,957	162,419	162,419	162,419
CHARACTER :41 CHARGEBACK EXPENSES							
4602	INSURANCE PREMIUM CHARGEBACK	151	130	92	119	119	119
4610	PERSONAL SERVICES CHARGEBACKS	77,394	82,000	50,701	78,200	78,200	78,200
4616	FLEET SERVICE CHARGEBACK		1,000				
CHARACTER 41 SUBTOTAL		77,545	83,130	50,793	78,319	78,319	78,319
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	13,846	9,393	6,340	8,914	8,914	8,914
8030	SOCIAL SECURITY	9,692	10,069	6,235	10,333	10,333	10,333
8040	WORKERS COMPENSATION	1,038	1,163	872	1,051	1,051	1,051
8050	LIFE INSURANCE	58	72	38	72	72	72
8060	HEALTH INSURANCE	14,917	17,093	8,624	18,571	18,571	18,571
8063	DISABILITY INSURANCE	258	240	169	240	240	240
CHARACTER 80 SUBTOTAL		39,809	38,030	22,278	39,181	39,181	39,181
TYPE X SUBTOTAL		337,705	388,449	217,004	415,000	415,000	415,000
DEPARTMENT 82 SUBTOTAL		71,090	-2,449	963			

## HEALTH

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
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Mental Health Clinic (including Families First)	277
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# 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**

Public Health Nurses provide maternal child home visiting and child care health consultation services. Throughout 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 of the nurses are trained and serve as Healthy Families New York Family Assessment Workers. Other areas of expertise include: bereavement, lactation consultation, child growth & 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 & safety best practices based on the Healthy Child Care New York training model of NYSDOH. As Certified Medication Administration Training (MAT) instructors, nurses provide training for child care providers in

medication administration techniques utilizing curriculum developed by SUNY Training Strategies Group.

In addition to Maternal Child Health nurses, through the Early Intervention Program service coordinators work 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 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 Early Intervention, a child may transition into the Preschool Program for children age's 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.

### **2008 OBJECTIVES**

- Prevent infant mortality.
- Improved physical and developmental health status of infants and children and overall health status of families receiving Maternal Child Health and Development services in Broome County through collaboration with Environmental Health Lead Program staff.
- Maximize use of preventive health services through education and collaboration with local health care providers, the Clinics Division, the Department of Social Services, schools, NYS Department of Health, and child care providers.
- Continue to assure 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 prevent child abuse and neglect by providing Kempe assessments and appropriate referral of families to the Healthy Families Broome Program.
- 75% of participating infant/toddler child care centers will have an improved Infant Toddler Rating Score (ITERS) score by one or more levels in two or more targeted areas: meals/snacks, nap, diapering/toileting, health & safety practices.

### **2008 BUDGET HIGHLIGHTS**

- Continue to identify 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.
- 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 and disease prevention activities in child care.
  - o To continue to provide training in medication administration to child care providers.

48 0293 HEALTH/Maternal Child Health and Development

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Supervising Public Health Nurse	20 BAPA	1	0	0	0	0
Public Health Nurse	17 CSEA	3	3	3	3	3
Senior Registered Professional Nurse	16 CSEA	1	1	1	1	1
Early Intervention Service Coordinator	16 CSEA	6	6	6	6	6
Preschool Special Education Program Coord.	17 CSEA	1	1	1	1	1
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>14</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b><u>PART TIME</u></b>						
Director of Children w/Spec. Needs Program	C Admin	1	1	1	1	1
Director of Home Health Services	C Admin	0	1	1	1	1
WIC Nurtrition 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
Data Entry Machine Operator	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>7</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>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	856		654			
0057	STUDENT TUITION, PT DAY	1,200		3,500	2,400	2,400	2,400
0070	FEES FOR SERVICES	2,170,111	2,019,305	1,020,045	2,052,616	2,052,616	2,052,616
0549	CHARGEBACK TO GRANTS	67,300	9,163	51,852	360,363	360,363	360,363
0559	OTHER DEPARTMENTAL CHARGEBACK	297,270	335,334	168,472	286,276	286,276	286,276
0641	COPIER CHARGEBEACK	1,610	758	1,967	1,610	1,610	1,610
CHARACTER 02 SUBTOTAL		2,538,347	2,364,560	1,246,490	2,703,265	2,703,265	2,703,265
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	19		3			
CHARACTER 03 SUBTOTAL		19		3			
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	-190,566		7,909			
CHARACTER 07 SUBTOTAL		-190,566		7,909			
CHARACTER :08 STATE AID							
0253	EDUCATION-HANDICAPPED CHILDREN	3,313,138	3,020,053	2,153,533	3,054,411	3,054,411	3,054,411
0269	PUBLIC HEALTH WORK	307,306	274,944	214,344	223,709	223,709	223,709
0460	OTHER STATE AID	567,020	595,405	271,670	612,013	612,013	612,013
CHARACTER 08 SUBTOTAL		4,187,464	3,890,402	2,639,547	3,890,133	3,890,133	3,890,133

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :09	FEDERAL AID						
0353	FEDERAL AID - OTHER	619					
CHARACTER 09	SUBTOTAL	619					
TYPE R	SUBTOTAL	6,535,883	6,254,962	3,893,949	6,593,398	6,593,398	6,593,398
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	521,351	566,587	337,215	584,083	584,083	584,083
1500	SALARIES PART-TIME	165,849	174,320	121,025	181,583	181,583	181,583
1600	SALARIES TEMPORARY	22,275	13,432	2,805	13,385	13,385	13,385
1700	SALARIES OVERTIME	4,970	3,763	4,920	3,790	3,790	3,790
1900	SALARIES SHIFT DIFFERENTIAL	34		2			
CHARACTER 10	SUBTOTAL	714,479	758,102	465,967	782,841	782,841	782,841
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,566	792	266	1,011	1,011	1,011
4319	OFFICE SUPPLIES	3,462	4,219	4,659	4,219	4,219	4,219
4346	TRAINING AND EDUCATIONAL SUPPLIES	525	1,000	702	1,000	1,000	1,000
4349	MISC OPERATIONAL SUPPLIES	693					
4359	COMPUTER SOFTWARE AND SUPPLIES		1,880	229	1,550	1,550	1,550
4361	NURSING SUPPLIES	32	563	178	712	712	712
4411	POSTAGE AND FREIGHT	83	109	43	92	92	92
4418	DUES AND MEMBERSHIPS	251	180	102	180	180	180
4419	GENERAL OFFICE EXPENSES	150	180	229	180	180	180
4448	ADVERTISING AND PROMOTION EXPENSES	534	1,000		1,000	1,000	1,000
4457	SUBCONTRACTED PROGRAM EXPENSE	946,986	1,004,520	567,733	956,087	956,087	956,087
4461	MILEAGE AND PARKING-LOCAL	17,271	20,187	10,635	20,187	20,187	20,187
4462	TRAVEL HOTEL AND MEALS	448	517	423	517	517	517
4463	EDUCATION AND TRAINING	1,173	3,234	193	3,234	3,234	3,234
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	6,714	7,339	6,527	7,291	7,291	7,291
4466	ADVISORY BD/TRUSTEES EXPENSES		100		100	100	100
4478	CASE ADMINISTRATION	66,226	44,451	28,712	64,666	64,666	64,666
4518	COPYING MACHINE RENTALS	2,039	4,392	2,313	4,392	4,392	4,392
4706	REHAB AND THERAPY SERVICES	3,573,964	3,615,093	2,032,165	3,684,957	3,684,957	3,684,957
4707	MEDICAL AND HOSPITAL SERVICES	1,111	2,707		2,500	2,500	2,500
4715	OTHER HEALTH AND MEDICAL SERVICES	469,213	422,140	261,394	472,389	472,389	472,389

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4716	HOME BASED SERVICES			1,110			
4745	EDUCATION OF HANDICAPPED CHILDREN	3,414,859	2,989,268	1,433,046	2,962,715	2,962,715	2,962,715
4747	OTHER FEES FOR SERVICES	1,857	3,171	729	14,171	14,171	14,171
4749	CLASSROOM AIDES	196,122	236,416	101,277	238,353	238,353	238,353
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CHARACTER 40	SUBTOTAL	8,705,279	8,363,458	4,452,665	8,441,503	8,441,503	8,441,503
CHARACTER :41	CHARGEBACK EXPENSES						
4605	COUNTY ATTORNEY CHARGEBACKS	250					
4606	TELEPHONE BILLING ACCOUNT	11,276	11,043	9,960	11,758	11,758	11,758
4609	DATA PROCESSING CHARGEBACKS	22,331	30,173	-2,515	5,315	5,315	5,315
4614	OTHER CHARGEBACK EXPENSES	520	565	959	609	609	609
4615	GASOLINE CHARGEBACK	576	263	73	576	576	576
4616	FLEET SERVICE CHARGEBACK	931	767	175	931	931	931
4617	DUPLICATING/PRINTING CHARGEBACK	4,168	6,331	2,089	4,168	4,168	4,168
4618	OFFICE SUPPLIES CHARGEBACK	6,160	6,328	4,493	6,160	6,160	6,160
4626	TRANSPORTATION SERVICES CHARGEBACKS	868		217	868	868	868
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	47,080	55,470	15,451	30,385	30,385	30,385
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	2,320					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	2,320					

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	152					
CHARACTER 70	SUBTOTAL	152					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	75,459	79,532	34,251	76,718	76,718	76,718
8030	SOCIAL SECURITY	53,156	57,994	34,041	59,874	59,874	59,874
8040	WORKERS COMPENSATION	6,050	8,384	2,620	6,417	6,417	6,417
8050	LIFE INSURANCE	342	504	226	504	504	504
8060	HEALTH INSURANCE	183,475	204,325	136,435	227,881	227,881	227,881
8063	DISABILITY INSURANCE	1,944	2,040	1,293	2,280	2,280	2,280
CHARACTER 80	SUBTOTAL	320,426	352,779	208,866	373,674	373,674	373,674
TYPE X	SUBTOTAL	9,789,736	9,529,809	5,142,949	9,628,403	9,628,403	9,628,403
DIVISION 35	SUBTOTAL	-3,253,853	-3,274,847	-1,249,000	-3,035,005	-3,035,005	-3,035,005

## 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, support, advocacy; emergency response planning and preparedness for biological, chemical and radiological terrorist threats and communicable disease outbreaks; staff development, community education, marketing/media; 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 the budget process for the department; payroll and personnel processing, accounts payable and accounts receivables, cash management, statistical and financial analysis, billing, claiming, and grants management; speaking for and representing the department as a whole; and general distribution of communications and written materials from Administration and the outside community to the rest of the department. In addition, the contracted services of the Public Health Medical Director are based in Administration.

**Community** includes health department staff, other county departments, state and federal governmental agencies, and the Broome County population (individual, group and community level).

#### DESCRIPTION

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 is responsible for maintaining a clean and safe physical environment for the clients, visitors, and staff through direct service and supervision of Workfare staff. 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 County Charter, Public Health Law and federal regulations.

- Conducts public health surveillance, investigates public health problems, and evaluates public health interventions targeting chronic disease prevention and control to ensure evidence-based practices.
- Serves as the lead agency in response to emerging infectious disease outbreaks in collaboration with the public health system partners.
- Exercises, tests, refines and, if necessary, 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.
- Provides training to law enforcement agencies concerning basic disease symptomology and personal protective measures in responding to terrorist incidents.
- Develops and assures compliance with the Municipal Public Health Services Plan and actively participates in evaluating, planning, and monitoring the health status of the county and its residents.
- Provides direct supervision and direction of the 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.

### **2008 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/strategies that encourage lifestyle changes and engages community members where they live, work, play, pray and go to school.
- 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, epidemiology, data collection and management.

### **2008 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 by coordinating 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.
- Establish billing procedures for the Preventive Dentistry Program to bill patients who have insurance.

48 0012 HEALTH/Administration  
0020  
0046

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
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>
<b><u>PART TIME</u></b>						
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>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS			326			
0070	FEES FOR SERVICES	123,502	144,288		96,918	96,918	96,918
0549	CHARGEBACK TO GRANTS	6,790	2,328	3,122	2,374	2,374	2,374
0559	OTHER DEPARTMENTAL CHARGEBACK	46,571	48,073	23,862	37,499	37,499	37,499
0641	COPIER CHARGEBEACK	2,837	3,246	1,482	2,837	2,837	2,837
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	179,700	197,935	28,792	139,628	139,628	139,628
CHARACTER :03	USE OF MONEY AND PROPERTY						
0189	RENTAL OF REAL PROP-OTHER GOVTS	40,013		28,977			
0196	VENDING MACHINE	1,936	1,000	876	1,000	1,000	1,000
		-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	41,949	1,000	29,853	1,000	1,000	1,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	-----	-----	514	-----	-----	-----
CHARACTER 07	SUBTOTAL			514			
CHARACTER :08	STATE AID						
0269	PUBLIC HEALTH WORK	550,612	711,889	447,045	677,625	677,625	677,625
0460	OTHER STATE AID	55,717	66,594		65,002	133,002	133,002
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	606,329	778,483	447,045	742,627	810,627	810,627

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :09	FEDERAL AID						
0353	FEDERAL AID - OTHER	940					
CHARACTER 09	SUBTOTAL	940					
TYPE R	SUBTOTAL	828,918	977,418	506,204	883,255	951,255	951,255
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	526,780	542,234	331,503	557,872	557,872	557,872
1500	SALARIES PART-TIME	15,531	15,897	10,266	16,528	16,528	16,528
1600	SALARIES TEMPORARY	21,329	23,967	12,818	24,934	24,934	24,934
1700	SALARIES OVERTIME	1,288	1,142	771	1,322	1,322	1,322
CHARACTER 10	SUBTOTAL	564,928	583,240	355,358	600,656	600,656	600,656
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,130	1,338	622	1,409	1,409	1,409
4319	OFFICE SUPPLIES	7,120	8,500	1,335	8,500	8,500	8,500
4326	FUEL AND HEATING SUPPLIES	18,936	22,000	15,965	23,100	23,100	23,100
4329	BLDG AND GROUNDS SUPPLIES	7,408	5,000	4,870	5,000	5,000	5,000
4346	TRAINING AND EDUCATIONAL SUPPLIES	305		294			
4347	GAS OIL GREASE AND DIESEL FUEL	323	300	269	300	300	300
4349	MISC OPERATIONAL SUPPLIES	542					
4359	COMPUTER SOFTWARE AND SUPPLIES	794	3,000	1,507	3,130	3,130	3,130
4363	MEDICAL LAB & CLINIC SUPPLIES			-605			
4411	POSTAGE AND FREIGHT	660	920	478	920	920	920
4418	DUES AND MEMBERSHIPS	3,462	3,582	6,813	3,462	3,462	3,462
4419	GENERAL OFFICE EXPENSES	264	265	365	266	266	266
4422	BUILDING AND LAND RENTAL	22,532	426,158	216,309	441,403	441,403	441,403
4425	WATER AND SEWAGE CHARGES	1,437	1,500	1,130	1,500	1,500	1,500
4427	ELECTRIC CURRENT	30,509	39,000	16,673	40,170	40,170	40,170
4429	BUILDING AND GROUNDS EXPENSES	10,801	7,105	6,299	7,556	7,556	7,556
4448	ADVERTISING AND PROMOTION EXPENSES	1,500		14,001			
4449	OTHER OPERATIONAL EXPENSES		150	25	150	150	150
4457	SUBCONTRACTED PROGRAM EXPENSE		10,000	9,450	10,000	10,000	10,000
4461	MILEAGE AND PARKING-LOCAL	144	162		162	162	162
4462	TRAVEL HOTEL AND MEALS	-49	2,034	808	2,034	2,034	2,034
4463	EDUCATION AND TRAINING	506	1,542	814	1,687	1,687	1,687

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4466	ADVISORY BD/TRUSTEES EXPENSES	146	575	133	575	575	575
4469	OTHER PERSONAL EXPENSES		30	60	30	30	30
4518	COPYING MACHINE RENTALS	972	3,332	1,647	3,332	3,332	3,332
4715	OTHER HEALTH AND MEDICAL SERVICES	93,241	96,147	47,724	75,000	75,000	75,000
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	202,683	632,640	346,986	629,686	629,686	629,686
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	428,000	431,000		431,000	431,000	431,000
4602	INSURANCE PREMIUM CHARGEBACK	7,307	5,713	4,285	3,154	3,154	3,154
4604	DPW SECURITY CHARGEBACKS	77,596	83,881	41,940	95,968	95,968	95,968
4605	COUNTY ATTORNEY CHARGEBACKS	26,695	56,000	13,540	69,860	69,860	69,860
4606	TELEPHONE BILLING ACCOUNT	7,674	7,511	3,784	7,746	7,746	7,746
4609	DATA PROCESSING CHARGEBACKS	49,096	47,414	-3,400	212,179	212,179	212,179
4614	OTHER CHARGEBACK EXPENSES	235,802	277,818	131,323	228,931	228,931	228,931
4615	GASOLINE CHARGEBACK	467	3,055	62	3,721	3,721	3,721
4616	FLEET SERVICE CHARGEBACK	1,077	6,014	9	6,470	6,470	6,470
4617	DUPLICATING/PRINTING CHARGEBACK	3,689	6,000	1,523	9,162	9,162	9,162
4618	OFFICE SUPPLIES CHARGEBACK	1,754	5,000	897	11,076	11,076	11,076
4619	BUILDING SERVICE CHARGEBACK	665	5,000	652	3,000	3,000	3,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	732	7,812	121	7,255	7,255	7,255
4627	SINGLE AUDIT CHARGEBACK	219					
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	840,773	942,218	194,736	1,089,522	1,089,522	1,089,522

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	50,034					
CHARACTER 60	SUBTOTAL	50,034					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	329,017					
CHARACTER 70	SUBTOTAL	329,017					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	63,616	59,521	25,574	57,246	57,246	57,246
8030	SOCIAL SECURITY	41,089	44,618	25,637	45,953	45,953	45,953
8040	WORKERS COMPENSATION	4,772	6,450	9,841	4,529	4,529	4,529
8050	LIFE INSURANCE	261	330	164	330	330	330
8060	HEALTH INSURANCE	291,194	343,418	224,550	365,300	365,300	365,300
8063	DISABILITY INSURANCE	1,113	1,050	703	1,050	1,050	1,050
8070	UNEMPLOYMENT INSURANCE			221			
CHARACTER 80	SUBTOTAL	402,045	455,387	286,690	474,408	474,408	474,408
TYPE X	SUBTOTAL	2,389,480	2,613,485	1,183,770	2,794,272	2,794,272	2,794,272
DIVISION 48	SUBTOTAL	-1,560,562	-1,636,067	-677,566	-1,911,017	-1,843,017	-1,843,017

## **HEALTH - 48**

### **Environmental Health - 50**

#### **MISSION STATEMENT**

To promote the public health and prevent disease by assuring the reduction of chronic conditions and injury of Broome County residents by providing technical assistance and education on public health issues to the regulated community and general population; Enforce the Broome County and New York Sanitary Code; Educate the community on environmental health issues.

#### **DESCRIPTION**

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.

#### **2008 OBJECTIVES**

- Continues 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 and swimming pool programs.

## 48 0137 HEALTH/Environmental Health

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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	<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><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>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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0070	FEES FOR SERVICES	191,984	213,157	150,208	189,993	189,993	189,993
0072	PUBLIC HEALTH FINES	10,400	9,300	1,325	10,900	10,900	10,900
0549	CHARGEBACK TO GRANTS	575		1,904			
0559	OTHER DEPARTMENTAL CHARGEBACK	1,240	996		1,240	1,240	1,240
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	204,199	223,453	153,437	202,133	202,133	202,133
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	55		246			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	55		246			
CHARACTER :08	STATE AID						
0269	PUBLIC HEALTH WORK	188,116	297,249	155,068	299,227	299,227	299,227
0274	RABIES	14,151	20,033	10,645	16,810	16,810	16,810
0460	OTHER STATE AID	2,002					
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	204,269	317,282	165,713	316,037	316,037	316,037
CHARACTER :09	FEDERAL AID						
0353	FEDERAL AID - OTHER	6,006					
		-----	-----	-----	-----	-----	-----
CHARACTER 09	SUBTOTAL	6,006					
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	414,529	540,735	319,396	518,170	518,170	518,170

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	639,636	660,586	409,749	665,132	665,132	665,132
1600	SALARIES TEMPORARY	18,051	24,833	5,019	27,222	27,222	27,222
1700	SALARIES OVERTIME		522	177	538	538	538
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	657,687	685,941	414,945	692,892	692,892	692,892
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	401	285	99	285	285	285
4319	OFFICE SUPPLIES	3,120	2,450	2,367	2,450	2,450	2,450
4346	TRAINING AND EDUCATIONAL SUPPLIES	1,420					
4349	MISC OPERATIONAL SUPPLIES	168		100			
4359	COMPUTER SOFTWARE AND SUPPLIES		469	2,200	2,669	2,669	2,669
4362	ENVIRONMENTAL HEALTH SUPPLIES		612		1,312	1,312	1,312
4363	MEDICAL LAB & CLINIC SUPPLIES	273	4,000	1,448	4,000	4,000	4,000
4411	POSTAGE AND FREIGHT	849	1,227	490	1,004	1,004	1,004
4418	DUES AND MEMBERSHIPS	386	1,398	1,707	1,398	1,398	1,398
4419	GENERAL OFFICE EXPENSES	828	864	915	864	864	864
4448	ADVERTISING AND PROMOTION EXPENSES	221					
4449	OTHER OPERATIONAL EXPENSES		135		135	135	135
4457	SUBCONTRACTED PROGRAM EXPENSE	14	10,000		10,000	10,000	10,000
4461	MILEAGE AND PARKING-LOCAL	4,007	3,827	1,256	4,171	4,171	4,171
4462	TRAVEL HOTEL AND MEALS	334	1,124	1,381	1,676	1,676	1,676
4463	EDUCATION AND TRAINING	406	752		752	752	752
4466	ADVISORY BD/TRUSTEES EXPENSES		60		60	60	60
4545	CONTRACTED SERVICES	83,200	76,070	9,500	78,380	34,297	34,297
4703	LAB SERVICES	5,424	7,160	1,682	7,160	7,160	7,160
4715	OTHER HEALTH AND MEDICAL SERVICES	11,486	13,440	7,558	13,440	13,440	13,440
4742	VETERINARIAN SERVICES	1,937	1,560	1,181	1,937	1,937	1,937
4747	OTHER FEES FOR SERVICES	235	1,000		1,000	1,000	1,000
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	114,709	126,433	31,884	132,693	88,610	88,610

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4605	COUNTY ATTORNEY CHARGEBACKS	8,890	12,000	3,155	8,890	8,890	8,890
4606	TELEPHONE BILLING ACCOUNT	6,390	6,278	3,281	6,451	6,451	6,451
4609	DATA PROCESSING CHARGEBACKS	48,736	49,570	-960	4,916	4,916	4,916
4614	OTHER CHARGEBACK EXPENSES	150	1,966	92	105	105	105
4615	GASOLINE CHARGEBACK	3,406	3,645	1,620	4,511	4,511	4,511
4616	FLEET SERVICE CHARGEBACK	5,467	7,174	2,643	7,725	7,725	7,725
4617	DUPLICATING/PRINTING CHARGEBACK	1,313	1,830	414	1,318	1,318	1,318
4618	OFFICE SUPPLIES CHARGEBACK	3,289	5,018	2,301	3,289	3,289	3,289
4626	TRANSPORTATION SERVICES CHARGEBACKS	5,093	7,029	3,802	8,413	8,413	8,413
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	82,734	94,510	16,348	45,618	45,618	45,618
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	68,807	71,907	30,897	67,904	67,904	67,904
8030	SOCIAL SECURITY	49,226	52,434	31,001	53,006	53,006	53,006
8040	WORKERS COMPENSATION	5,595	7,417	2,358	5,662	5,662	5,662
8050	LIFE INSURANCE	248	336	162	324	324	324
8060	HEALTH INSURANCE	128,073	156,126	95,095	158,765	158,765	158,765
8063	DISABILITY INSURANCE	883	886	551	900	900	900
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	252,832	289,106	160,064	286,561	286,561	286,561
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	1,107,962	1,195,990	623,241	1,157,764	1,113,681	1,113,681
		-----	-----	-----	-----	-----	-----
DIVISION 50	SUBTOTAL	-693,433	-655,255	-303,845	-639,594	-595,511	-595,511

**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 and through the coordination of community resources, surveillance, health education, consultation and direct care based on community need.

**DESCRIPTION**

The Clinic Division provides specialized clinic services in an outpatient care setting. Our 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 six basic program areas: Communicable Disease, Employee Health, HIV Testing, Immunization, Sexually Transmitted Diseases and Tuberculosis. The Clinic Division currently manages grants, which enable the division to provide additional HIV testing (both anonymous and confidential), outreach and education on HIV counseling, testing, referral, partner notification, and to conduct an HIV Seroprevalence Study. The Immunization Action Plan Grant is designed to increase immunization rates through surveillance and education of local health care providers.

**2008 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 disease 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 service on an as needed basis.
- Evaluate for tuberculosis infection and reduce transmission by providing targeted testing, education, surveillance and direct service to populations at risk.
- Optimize the health and well being of county employees through the provisions of comprehensive risk assessment and education.
- Continue 24 hour surveillance with local hospital emergency rooms for disease trending.

**2008 BUDGET HIGHLIGHTS**

- Continue to contract with the Broome County Jail to offer STD and HIV testing and education.
- Continue to refine billing and revenue collection procedures through increased efficiency and utilization of the QS and Excel systems and close collaboration with the Fiscal Unit.
- Maximize grant revenues to support the operating budget.
- Pursue managed care contracts to increase revenue.

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

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</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>						
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	<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>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	-535					
0043	WORKERS COMP PHYSICALS	14,009	13,459	11,645	18,114	18,114	18,114
0070	FEEES FOR SERVICES	192,360	188,975	9,663	139,280	139,280	139,280
0549	CHARGEBACK TO GRANTS	34,843	31,757	22,328	19,493	19,493	19,493
0559	OTHER DEPARTMENTAL CHARGEBACK	21,380	26,076	15,533	24,997	24,997	24,997
0631	BAD DEBT AND CHARITY CARE	271,444	271,444	456,176	456,175	456,175	456,175
CHARACTER 02 SUBTOTAL		533,501	531,711	515,345	658,059	658,059	658,059
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	725		485			
0229	TRANSFER FROM INSURANCE RESERVE	870					
CHARACTER 07 SUBTOTAL		1,595		485			
CHARACTER :08 STATE AID							
0269	PUBLIC HEALTH WORK	361,267	399,823	261,079	383,727	383,727	383,727
0460	OTHER STATE AID	319					
CHARACTER 08 SUBTOTAL		361,586	399,823	261,079	383,727	383,727	383,727

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :09	FEDERAL AID						
0353	FEDERAL AID - OTHER	956					
CHARACTER 09	SUBTOTAL	956					
TYPE R	SUBTOTAL	897,638	931,534	776,909	1,041,786	1,041,786	1,041,786
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	623,583	651,430	378,190	673,709	673,709	673,709
1500	SALARIES PART-TIME	91,358	104,583	46,032	94,541	94,541	94,541
1600	SALARIES TEMPORARY	49,065	32,398	36,969	32,292	32,292	32,292
1900	SALARIES SHIFT DIFFERENTIAL	395	1,144	233	1,144	1,144	1,144
CHARACTER 10	SUBTOTAL	764,401	789,555	461,424	801,686	801,686	801,686
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	930	818	231	818	818	818
4319	OFFICE SUPPLIES	5,251	5,130	2,196	5,130	5,130	5,130
4346	TRAINING AND EDUCATIONAL SUPPLIES		1,500	197	1,500	1,500	1,500
4359	COMPUTER SOFTWARE AND SUPPLIES	2,087	4,451	1,530	4,451	4,451	4,451
4363	MEDICAL LAB & CLINIC SUPPLIES	95,931	122,152	23,735	103,488	103,488	103,488
4365	PRESCRIPTION DRUGS	15,781	18,092	2,163	15,985	15,985	15,985
4411	POSTAGE AND FREIGHT	171	2,688	43	2,688	2,688	2,688
4418	DUES AND MEMBERSHIPS	25	25	62	25	25	25
4419	GENERAL OFFICE EXPENSES	208	265	180	265	265	265
4434	MEDICAL HOSPITAL AND LAB EXPENSES	873	3,590	530	3,590	3,590	3,590
4447	OPERATIONAL EQUIPMENT REPAIRS	3,742	3,943	610	3,943	3,943	3,943
4448	ADVERTISING AND PROMOTION EXPENSES	25	500		500	500	500
4449	OTHER OPERATIONAL EXPENSES	200	2,500	200	300	300	300
4457	SUBCONTRACTED PROGRAM EXPENSE	103,269	110,000	35,149	107,000	107,000	107,000
4461	MILEAGE AND PARKING-LOCAL	1,405	1,200	955	1,200	1,200	1,200
4462	TRAVEL HOTEL AND MEALS	514	1,034	41	1,054	1,054	1,054
4463	EDUCATION AND TRAINING	205	2,000	75	2,000	2,000	2,000
4466	ADVISORY BD/TRUSTEES EXPENSES	130	300	120	300	300	300
4518	COPYING MACHINE RENTALS	1,680	3,194	1,925	3,603	3,603	3,603
4703	LAB SERVICES	85,674	36,229	18,867	28,700	28,700	28,700
4707	MEDICAL AND HOSPITAL SERVICES		180		180	180	180
4715	OTHER HEALTH AND MEDICAL SERVICES	327	385	1,341	385	385	385

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4767	OTHER GOVERNMENTS PAYMENTS	3,395	2,500	1,878	2,500	2,500	2,500
CHARACTER 40	SUBTOTAL	321,823	322,676	92,028	289,605	289,605	289,605
CHARACTER :41	CHARGEBACK EXPENSES						
4606	TELEPHONE BILLING ACCOUNT	10,356	9,878	4,837	9,645	9,645	9,645
4609	DATA PROCESSING CHARGEBACKS	72,503	88,363	-763	24,315	24,315	24,315
4614	OTHER CHARGEBACK EXPENSES	921	1,459	1,260	871	871	871
4615	GASOLINE CHARGEBACK	215	700	63	215	215	215
4616	FLEET SERVICE CHARGEBACK	324		73	324	324	324
4617	DUPLICATING/PRINTING CHARGEBACK	521	5,000	560	521	521	521
4618	OFFICE SUPPLIES CHARGEBACK	2,093	3,000	1,089	2,093	2,093	2,093
4619	BUILDING SERVICE CHARGEBACK	271					
4626	TRANSPORTATION SERVICES CHARGEBACKS	290		124	290	290	290
4627	SINGLE AUDIT CHARGEBACK	5,951	5,700		5,900	5,900	5,900
CHARACTER 41	SUBTOTAL	93,445	114,100	7,243	44,174	44,174	44,174
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,370					
CHARACTER 60	SUBTOTAL	1,370					

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	22					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	22					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	78,977	78,027	29,677	75,598	75,598	75,598
8030	SOCIAL SECURITY	56,248	60,399	33,736	61,331	61,331	61,331
8040	WORKERS COMPENSATION	6,607	8,707	2,520	6,795	6,795	6,795
8050	LIFE INSURANCE	364	552	234	564	564	564
8060	HEALTH INSURANCE	215,253	247,084	190,236	307,612	307,612	307,612
8063	DISABILITY INSURANCE	2,171	2,160	1,344	2,160	2,160	2,160
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	359,620	396,929	257,747	454,060	454,060	454,060
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	1,540,681	1,623,260	818,442	1,589,525	1,589,525	1,589,525
		-----	-----	-----	-----	-----	-----
DIVISION 52	SUBTOTAL	-643,043	-691,726	-41,533	-547,739	-547,739	-547,739

**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.

The Division also provides operational assistance and support to EMS agencies. It administers a system of pre-hospital 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.

The Division 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).

The Division also 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.

**2008 OBJECTIVES**

- To develop an enhanced capability to respond to disasters and other major emergencies, both locally and to assist other communities. This capability is to include an increased number of trained and certified EMS providers, as well as an enhanced and catalogued inventory of medical equipment and supplies (both those held by the County and those held by the EMS agencies based within the County). This will be accomplished via the increased recruitment and retention of EMS personnel within these EMS agencies and via the continued development and maximal utilization of material resources, including the Mass Casualty Incident trailer owned by the County.
- To continue to foster recruitment and (especially) retention of Emergency Medical Services personnel through the provision and coordination of both traditional and “alternative” means of maintaining State EMT and Advanced EMT certification, including so-called “pilot” re-certification programs based upon continuing education. Such programs have already attracted considerable interest in the EMS Community, which we intend to foster.

48 0483 HEALTH/Emergency Medical Training

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
EMS Coordinator	22 Admin	1	1	1	1	1
EMS Officer	11 CSEA	1	1	1	1	1
Keyboard Specialist	8 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>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>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	297		37			
0057	STUDENT TUITION, PT DAY	42,345	41,950	19,701	42,150	42,150	42,150
0471	SALE OF TRAINING BOOKS	2,952	1,375	793	1,375	1,375	1,375
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	45,594	43,325	20,531	43,525	43,525	43,525
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			53			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL			53			
CHARACTER :08	STATE AID						
0269	PUBLIC HEALTH WORK	22,471	26,835	32,284	30,766	30,766	30,766
0271	VOLUNTEER TRAINING	83,580	118,190	56,045	108,500	108,500	108,500
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	106,051	145,025	88,329	139,266	139,266	139,266
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	151,645	188,350	108,913	182,791	182,791	182,791
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	112,033	115,532	73,731	121,142	121,142	121,142
1910	OUT OF TITLE PAY			317			
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	112,033	115,532	74,048	121,142	121,142	121,142

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	21	100		100	100	100
4319	OFFICE SUPPLIES	2,532	3,000	773	3,000	3,000	3,000
4341	MOTOR EQUIPMENT SUPPLIES	2,665					
4346	TRAINING AND EDUCATIONAL SUPPLIES	19,134	23,875	4,092	22,375	22,375	22,375
4359	COMPUTER SOFTWARE AND SUPPLIES		500		500	500	500
4411	POSTAGE AND FREIGHT	167	200	50	200	200	200
4418	DUES AND MEMBERSHIPS	65	80	40	80	80	80
4447	OPERATIONAL EQUIPMENT REPAIRS	270	250		250	250	250
4457	SUBCONTRACTED PROGRAM EXPENSE		2,000		2,000	2,000	2,000
4461	MILEAGE AND PARKING-LOCAL		223		243	243	243
4462	TRAVEL HOTEL AND MEALS	338	900		900	900	900
4463	EDUCATION AND TRAINING	450	520	100	520	520	520
4466	ADVISORY BD/TRUSTEES EXPENSES		300		300	300	300
4744	INSTRUCTOR SERVICES	60,590	71,375	38,583	68,415	68,415	68,415
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	86,232	103,323	43,638	98,883	98,883	98,883
CHARACTER :41	CHARGEBACK EXPENSES						
4605	COUNTY ATTORNEY CHARGEBACKS	25					
4614	OTHER CHARGEBACK EXPENSES	1,421	2,526		1,421	1,421	1,421
4615	GASOLINE CHARGEBACK	1,027	1,380	134	1,859	1,859	1,859
4617	DUPLICATING/PRINTING CHARGEBACK		300				
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	2,473	4,206	134	3,280	3,280	3,280

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	11,942	12,121	5,581	11,872	11,872	11,872
8030	SOCIAL SECURITY	8,211	8,839	5,373	9,267	9,267	9,267
8040	WORKERS COMPENSATION	948	1,290	422	1,132	1,132	1,132
8050	LIFE INSURANCE	58	72	38	72	72	72
8060	HEALTH INSURANCE	24,465	29,566	19,448	32,119	32,119	32,119
8063	DISABILITY INSURANCE	258	240	169	240	240	240
CHARACTER 80 SUBTOTAL		45,882	52,128	31,031	54,702	54,702	54,702
TYPE X SUBTOTAL		246,620	275,189	148,851	278,007	278,007	278,007
DIVISION 54 SUBTOTAL		-94,975	-86,839	-39,938	-95,216	-95,216	-95,216
DEPARTMENT 48 SUBTOTAL		-6,245,866	-6,344,734	-2,311,882	-6,228,571	-6,116,488	-6,116,488

# MENTAL HEALTH

COMMISSIONER

DEPUTY COMMISSIONER

## CONTRACT AGENCIES

### 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
  - Cont. Day Treatment
  - 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

## COMMUNITY MENTAL HEALTH

### 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 - 470013**

**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 inability 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 2008. 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 Forensic staff also work with

seriously mentally ill individuals released from correctional facilities to transition to appropriate community services.

### **2008 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

### **2008 BUDGET HIGHLIGHTS**

Due to an approximate 4% increase in Clinic Fees and an approximate 3% decrease in expenditures, The Department of Mental Health was able to recognize a 7% cut in County Support.

The Department of Mental Health is submitting two enhancements with the 2008 budget.

- (1) Is to provide a 2.5% increase to the F/T, P/T and Contractual Psychiatrists' salary. The cost will be offset by an increase in Clinic Fees.
- (2) Is to remove \$68,719 from the Transfer to Grant expenditure line which is given to The Addiction Center of Broome County, Inc. This money will be put in the Department of Social Services budget as match dollars submitted to the NYS Office of Family & Children's services. The return will be \$196,340 to be used toward developing an adolescent program with the focus being substance abuse prevention and/or treatment.

## 47 0013 MENTAL HEALTH/Clinic

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	1	1	1
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	2	2	2
Receptionist Typist	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>

\* Position must exist by Law but is unfunded in the current budget.

## 47 0013 MENTAL HEALTH/Clinic

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	5,047	4,000	3,187	5,000	5,000	5,000
0077	MENTAL HEALTH FEES	3,077,350	2,902,528	1,753,222	3,021,017	3,121,017	3,121,017
0079	ASSOC FOR RETARDED CITIZENS(ARC)			-137			
0559	OTHER DEPARTMENTAL CHARGEBACK	91,379	271,783	55,222	283,577	283,577	283,577
CHARACTER 02 SUBTOTAL		3,173,776	3,178,311	1,811,494	3,309,594	3,409,594	3,409,594
CHARACTER :07	MISC/INTERFUND REVENUES						
0229	TRANSFER FROM INSURANCE RESERVE	5,104		986			
CHARACTER 07 SUBTOTAL		5,104		986			
CHARACTER :08	STATE AID						
0278	MENTAL HEALTH ADMINISTRATION	79,868	79,213	26,965	81,985	81,985	81,985
CHARACTER 08 SUBTOTAL		79,868	79,213	26,965	81,985	81,985	81,985
CHARACTER :09	FEDERAL AID						
0903	FEDERAL AID - MENTAL HEALTH CLINIC	271,007	251,000		280,000	280,000	280,000
CHARACTER 09 SUBTOTAL		271,007	251,000		280,000	280,000	280,000
TYPE R SUBTOTAL		3,529,755	3,508,524	1,839,445	3,671,579	3,771,579	3,771,579

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,836,836	1,938,936	1,192,669	1,995,668	1,995,668	1,995,668
1500	SALARIES PART-TIME	262,219	380,222	192,229	407,076	407,076	407,076
1600	SALARIES TEMPORARY	30,887	29,209	12,557	9,930	9,930	9,930
1900	SALARIES SHIFT DIFFERENTIAL	1,735	2,496	1,041	2,028	2,028	2,028
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		2,131,677	2,350,863	1,398,496	2,414,702	2,414,702	2,414,702
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	1,500	2,150	594	2,650	2,650	2,650
4319	OFFICE SUPPLIES	13,347	19,153	8,582	20,653	20,653	20,653
4323	BLDG MAINTENANCE SUPPLIES	599	1,000	4	1,000	1,000	1,000
4326	FUEL AND HEATING SUPPLIES	13,881	24,304	13,229	25,519	25,519	25,519
4329	BLDG AND GROUNDS SUPPLIES	3,109	2,645	1,616	3,200	3,200	3,200
4331	FOOD AND BEVERAGES	409	2,000	896	2,000	2,000	2,000
4347	GAS OIL GREASE AND DIESEL FUEL	126	150	32	150	150	150
4349	MISC OPERATIONAL SUPPLIES	148	5,000	2,462	4,000	4,000	4,000
4359	COMPUTER SOFTWARE AND SUPPLIES	9,762	7,325	40,199	5,000	5,000	5,000
4363	MEDICAL LAB & CLINIC SUPPLIES	187	250	300	250	250	250
4365	PRESCRIPTION DRUGS		500	1,432	2,500	2,500	2,500
4411	POSTAGE AND FREIGHT	235	250	12	250	250	250
4418	DUES AND MEMBERSHIPS	5,255	5,075	5,227	5,543	5,543	5,543
4419	GENERAL OFFICE EXPENSES	3,219	4,000	2,844	4,000	4,000	4,000
4422	BUILDING AND LAND RENTAL	159,600	191,298	137,898	191,298	191,298	191,298
4427	ELECTRIC CURRENT	38,459	43,845	23,429	45,160	45,160	45,160
4429	BUILDING AND GROUNDS EXPENSES	1,106	3,000	369	3,000	3,000	3,000
4448	ADVERTISING AND PROMOTION EXPENSES		3,000	2,674	3,000	3,000	3,000
4449	OTHER OPERATIONAL EXPENSES	332	832	298	832	832	832
4461	MILEAGE AND PARKING-LOCAL	1,115	2,174	650	1,424	1,424	1,424
4462	TRAVEL HOTEL AND MEALS	1,507	4,730	1,363	5,480	5,480	5,480
4463	EDUCATION AND TRAINING	2,413	1,000	764	6,500	6,500	6,500
4466	ADVISORY BD/TRUSTEES EXPENSES	500	1,080	329	1,080	1,080	1,080
4518	COPYING MACHINE RENTALS	184	865	505	865	865	865
4520	PROPERTY LOSS	1,176		986			
4523	INSURANCE CLAIMS	3,962					
4747	OTHER FEES FOR SERVICES	219,495	445,609	132,514	414,559	414,559	414,559
5010	VETERANS SUPPORT COUNCIL	34,570					
		-----	-----	-----	-----	-----	-----
CHARACTER 40 SUBTOTAL		516,196	771,235	379,208	749,913	749,913	749,913

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

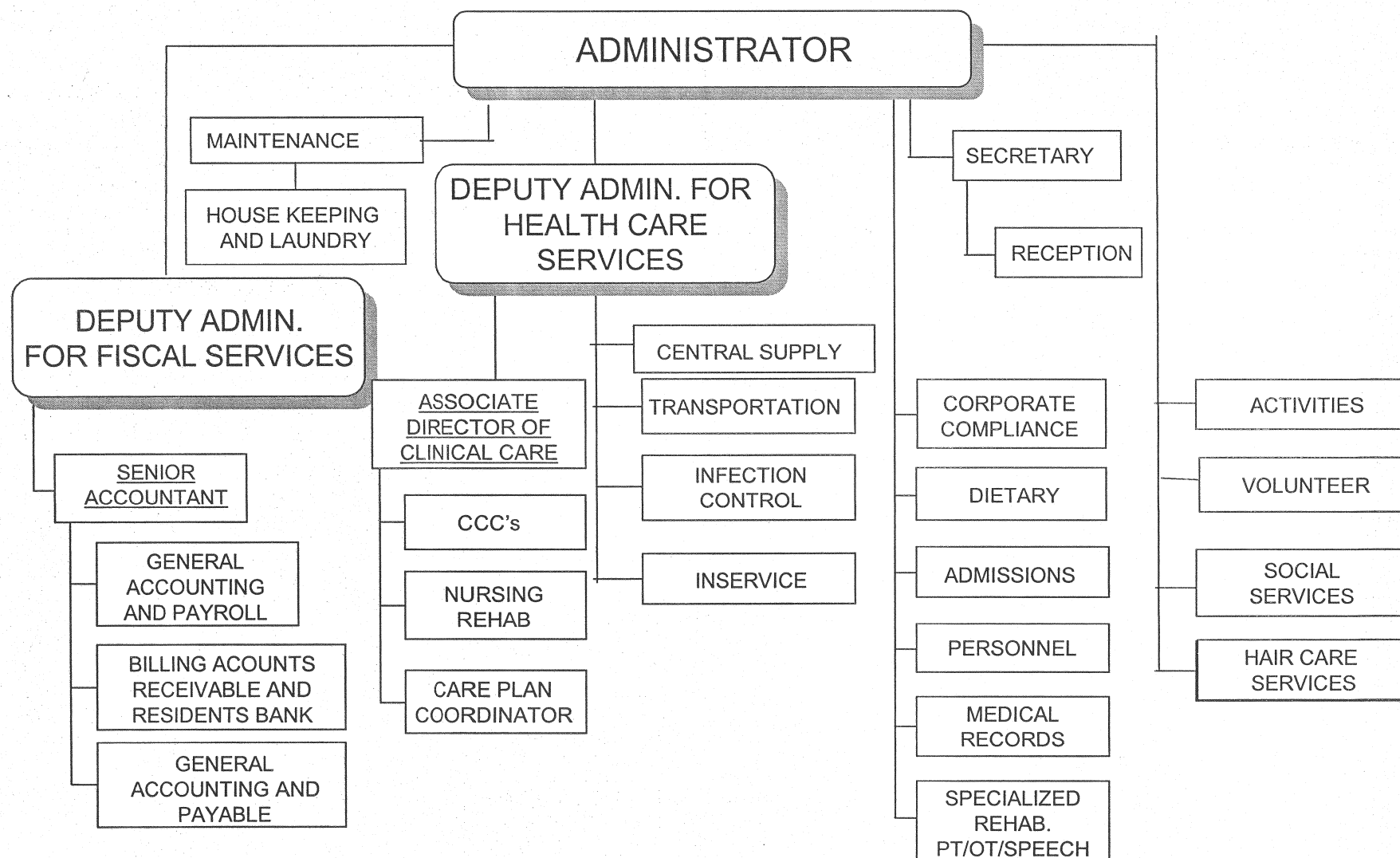
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	3,254	3,152	2,364	7,747	7,747	7,747
4604	DPW SECURITY CHARGEBACKS	49,119	58,061	24,859	66,832	66,832	66,832
4605	COUNTY ATTORNEY CHARGEBACKS	8,510	25,000	5,020	30,625	30,625	30,625
4606	TELEPHONE BILLING ACCOUNT	27,319	28,743	13,560	28,366	28,366	28,366
4609	DATA PROCESSING CHARGEBACKS	107,109	127,601	61,655	120,343	120,343	120,343
4610	PERSONAL SERVICES CHARGEBACKS	32,627	32,632	14,820	32,448	32,448	32,448
4614	OTHER CHARGEBACK EXPENSES	97	340	228	447	447	447
4615	GASOLINE CHARGEBACK	354	2,400	195	1,562	1,562	1,562
4616	FLEET SERVICE CHARGEBACK	11,570	10,990	5,495	8,829	8,829	8,829
4617	DUPLICATING/PRINTING CHARGEBACK	4,419	6,557	1,861	4,910	4,910	4,910
4618	OFFICE SUPPLIES CHARGEBACK	2,924	5,620	1,413	5,299	5,299	5,299
4619	BUILDING SERVICE CHARGEBACK		5,000		3,000	3,000	3,000
4627	SINGLE AUDIT CHARGEBACK	4,851	5,322		5,563	5,563	5,563
CHARACTER 41	SUBTOTAL	252,153	311,418	131,470	315,971	315,971	315,971
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	535					
CHARACTER 60	SUBTOTAL	535					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	28,778					
CHARACTER 70	SUBTOTAL	28,778					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	232,738	212,414	104,098	205,316	205,316	205,316
8030	SOCIAL SECURITY	155,331	174,182	104,086	179,135	179,135	179,135
8040	WORKERS COMPENSATION	15,260	28,298	13,744	31,755	31,755	31,755
8050	LIFE INSURANCE	818	1,296	519	1,296	1,296	1,296
8060	HEALTH INSURANCE	369,422	451,822	274,756	468,148	468,148	468,148
8063	DISABILITY INSURANCE	4,369	4,560	2,643	4,680	4,680	4,680
8070	UNEMPLOYMENT INSURANCE	5,024					
		-----	-----	-----	-----	-----	-----
CHARACTER 80 SUBTOTAL		782,962	872,572	499,846	890,330	890,330	890,330
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	410,109	400,134	400,134	352,064	352,064	352,064
		-----	-----	-----	-----	-----	-----
CHARACTER 90 SUBTOTAL		410,109	400,134	400,134	352,064	352,064	352,064
		-----	-----	-----	-----	-----	-----
TYPE X SUBTOTAL		4,122,410	4,706,222	2,809,154	4,722,980	4,722,980	4,722,980
		-----	-----	-----	-----	-----	-----
DEPARTMENT 47 SUBTOTAL		-592,655	-1,197,698	-969,709	-1,051,401	-951,401	-951,401

# WILLOW POINT NURSING HOME



## **WILLOW POINT NURSING HOME**

### **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 housing 383 resident beds.

### **2008 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.

### **2008 BUDGET HIGHLIGHTS**

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

Medicare expanded its RUG (Resource Utilization Groups) categories from 44 to 53 by adding nine new therapy RUGs. 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 will 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 will be generated based upon facility costs from 2002. In the future, base years will be updated every five to six years utilizing the costs from one of the three previous years.

## 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 and personnel processing, accounts payable and receivable, cash receipting, statistical and financial analysis, compensation claims, 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 coordinate 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 200 volunteers provide a variety of services of the facility. Volunteers conduct and assist with religious services as well as social groups. They provide musical entertainment, friendly visiting, pet visitation, gardening, and shopping.

#### 2008 OBJECTIVES

- To continue to provide high quality level of Resident Care.

#### 2008 BUDGET HIGHLIGHTS

- Decision on building a New Nursing Home (Willow Point) that was the recommendation of the Feasibility Study that was completed in 2002.

16 0010 WILLOW POINT NURSING HOME/Administration & General

0028

0036

0317

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
Nursing Home Administrator	O Admin	1	1	1	1	1
Deputy N.H. Administrator - Fiscal Services	F Admin	1	1	1	1	1
Personnel Coordinator (40)	14 Admin	1	1	1	1	1
Nursing Home Compliance Officer	20 BAPA	1	1	1	1	1
Senior Accountant(40)	18 BAPA	1	1	1	1	1
Fiscal Manager	17 BAPA	1	1	1	1	1
Health Information Administrator	14 BAPA	1	1	1	1	1
Accountant (County)	16 CSEA	2	2	2	2	2
RPN NH - Admissions (moved from Nursing	14 CSEA	0	1	1	1	1
Admission Coordinator	16 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	4	4	4
Account Clerk Typist	7 CSEA	1	1	1	1	1
Account Clerk	7 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>19</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>PART TIME</b>						
Coordinator of Volunteer Services	16 BAPA	1	1	1	1	1
Account Clerk Typist	7 CSEA	2	2	2	2	2
Clerk	6 CSEA	2	6	6	6	6
Receptionist Typist	6 CSEA	4	0	0	0	0
<b>Total Part-Time Positions</b>		<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>TOTAL POSITIONS</b>		<b>28</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</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 :30 ADMINISTRATION AND GENERAL

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	282		3,148			
0089	MEDICARE PART B	41,400	163,200	65,067	108,000	108,000	108,000
0523	SNF MEDICARE	2,216,360	4,056,120	1,652,673	3,933,510	3,933,510	3,933,510
0525	SNF PRIVATE	2,904,662	2,202,681	1,794,401	2,175,509	2,175,509	2,175,509
0548	SNF NAMI-PATIENT SHARE	2,968,988	2,761,185	1,744,256	2,733,856	2,733,856	2,733,856
0646	CONTRACTUAL ALLOWANCE	4,578		47,980			
0807	COMMERCIAL INSURANCE	662,314	615,231	419,948	1,209,585	1,209,585	1,209,585
CHARACTER 02 SUBTOTAL		8,798,584	9,798,417	5,727,473	10,160,460	10,160,460	10,160,460
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	11,343	6,000	9,487	6,000	6,000	6,000
0196	VENDING MACHINE	6,958		5,505	10,000	10,000	10,000
CHARACTER 03 SUBTOTAL		18,301	6,000	14,992	16,000	16,000	16,000
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0213	SALE OF EQUIPMENT	366					
CHARACTER 06 SUBTOTAL		366					

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0227	TRANSFER FROM GENERAL FUND	2,047,030	1,902,207	1,902,207		889,568	889,568
0229	TRANSFER FROM INSURANCE RESERVE	6,377		1,570			
0233	EARNINGS ON TEMPORARY INVESTMENTS	67,591					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	2,120,998	1,902,207	1,903,777		889,568	889,568
CHARACTER :08	STATE AID						
0460	OTHER STATE AID			145,137			
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL			145,137			
CHARACTER :09	FEDERAL AID						
0564	SNF MEDICAID - FEDERAL	12,386,306	15,613,250	8,136,354	15,476,208	15,476,208	15,476,208
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CHARACTER 09	SUBTOTAL	12,386,306	15,613,250	8,136,354	15,476,208	15,476,208	15,476,208
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	23,324,555	27,319,874	15,927,733	25,652,668	26,542,236	26,542,236
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	735,848	803,942	474,597	836,701	836,701	836,701
1500	SALARIES PART-TIME	118,124	118,076	75,588	123,394	123,394	123,394
1600	SALARIES TEMPORARY		6,470				
1700	SALARIES OVERTIME	9,264	6,853	6,770	11,129	11,129	11,129
1960	DISCRETIONARY SALARY SAVINGS		-396,990			-481,446	-481,446
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CHARACTER 10	SUBTOTAL	863,236	538,351	556,955	971,224	489,778	489,778

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2110	OFFICE MACHINES		600	43	200	200	200
2120	OFFICE FURNITURE		9,500	9,409	2,250	2,250	2,250
2390	OTHER INSTITUTIONAL EQUIPMENT				470	470	470
2850	COMPUTER EQUIPMENT				21,995	21,995	21,995
2851	SOFTWARE			4,009	2,295	2,295	2,295
		-----	-----	-----	-----	-----	-----
CHARACTER 20	SUBTOTAL		10,100	13,461	27,210	27,210	27,210
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	2,142	1,442	808	1,590	1,590	1,590
4319	OFFICE SUPPLIES	10,597	12,200	6,115	12,675	11,300	11,300
4331	FOOD AND BEVERAGES	688					
4342	PHOTOGRAPHIC SUPPLIES			31			
4346	TRAINING AND EDUCATIONAL SUPPLIES	117		167			
4349	MISC OPERATIONAL SUPPLIES	3,313	5,500	2,074	6,000	2,500	2,500
4357	RECREATIONAL AND ACTIVITY SUPPLIES	241	600	170	450	600	600
4359	COMPUTER SOFTWARE AND SUPPLIES	3,651	3,912	2,224	3,950	4,000	4,000
4411	POSTAGE AND FREIGHT	288	400	139	300	325	325
4412	TELEPHONE	531	1,600	320	1,000	1,000	1,000
4418	DUES AND MEMBERSHIPS	24,647	25,390	26,449	28,835	28,835	28,835
4419	GENERAL OFFICE EXPENSES	13,193	16,253	6,294	9,873	9,873	9,873
4438	RECREATIONAL AND ACTIVITY EXPENSES	1,593	2,200	2,219	3,250	3,250	3,250
4439	OTHER INSTITUTIONAL EXPENSES	67		27			
4448	ADVERTISING AND PROMOTION EXPENSES	9,603	5,800	4,810	10,800	10,800	10,800
4449	OTHER OPERATIONAL EXPENSES			100			
4461	MILEAGE AND PARKING-LOCAL	545	1,000	39	450	450	450
4462	TRAVEL HOTEL AND MEALS	3,374	4,900	2,654	5,400	5,400	5,400
4463	EDUCATION AND TRAINING	4,455	5,600	2,474	5,450	5,500	5,500
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	7					
4466	ADVISORY BD/TRUSTEES EXPENSES			47			
4469	OTHER PERSONAL EXPENSES	429	530	411	530	530	530
4512	OUTSIDE RENTALS-MACHINERY		225				
4518	COPYING MACHINE RENTALS	3,361	13,423	4,205	5,016	5,016	5,016
4523	INSURANCE CLAIMS	6,377		1,550			
4712	PHYSICIAN SERVICES	69,209	69,209	46,139	71,292	71,292	71,292
4725	OTHER FINANCIAL SERVICES	2,880	51,251	7,066	104,430	39,430	39,430
4735	INVESTIGATIONS EXPENSES	4,807	6,600	7,227	7,920	7,920	7,920
4736	LEGAL CHARGES AND FEES	4,000					
4747	OTHER FEES FOR SERVICES	18,864	19,000	14,474	34,402	34,402	34,402
4750	BAD DEBT EXPENSE	259,834					

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4761	ACCOUNTING CORRECTIONS - EXPENDITUR			140			
4766	STATE REVENUE REFUND	1,108,742	1,201,314	780,205	1,300,000	1,300,000	1,300,000
4768	LOSS ON DISPOSITION OF ASSETS	224					
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	1,557,779	1,448,349	918,578	1,613,613	1,544,013	1,544,013
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	172,943	167,112	125,334	48,210	48,210	48,210
4614	OTHER CHARGEBACK EXPENSES	14,509	17,683	12,141	14,496	14,496	14,496
4625	FOOD SERVICE CHARGEBACKS	1,709	1,100	335			
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	189,161	185,895	137,810	62,706	62,706	62,706
CHARACTER :42	DEPRECIATION						
4801	DEPRECIATION - BUILDINGS	45,980					
4802	DEPRECIATION - BLDG IMPROVEMENTS	377,846					
4803	DEPRECIATION - IMPROV O/T BLDGS	98,352					
4804	DEPRECIATION - MOTOR VEHICLES	3,556					
4805	DEPRECIATION - MACHINERY & EQUIP	247,864					
		-----	-----	-----	-----	-----	-----
CHARACTER 42	SUBTOTAL	773,598					

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	23					
CHARACTER 70	SUBTOTAL	23					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	94,158	95,854	44,214	95,179	95,179	95,179
8030	SOCIAL SECURITY	63,934	71,025	39,992	74,029	74,029	74,029
8035	MANDATORY MEDICARE	-148					
8040	WORKERS COMPENSATION	13,216	12,316	12,501	13,763	13,763	13,763
8041	WORKERS COMP LT LIABILITY	77,106					
8050	LIFE INSURANCE	450	696	317	675	675	675
8060	HEALTH INSURANCE	203,906	265,658	177,376	324,360	324,360	324,360
8063	DISABILITY INSURANCE	1,959	2,520	1,537	2,400	2,400	2,400
8070	UNEMPLOYMENT INSURANCE	10,265		193			
CHARACTER 80	SUBTOTAL	464,846	448,069	276,130	510,406	510,406	510,406
TYPE X	SUBTOTAL	3,848,643	2,630,764	1,902,934	3,185,159	2,634,113	2,634,113
DIVISION 30	SUBTOTAL	19,475,912	24,689,110	14,024,799	22,467,509	23,908,123	23,908,123

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

### **Nursing - 31**

#### **MISSION STATEMENT**

To provide the highest quality of nursing care recognizing the resident and his/her family as an integral component. To rehabilitate and maintain all residents to the optimal level of function in a therapeutic and safe environment.

#### **DESCRIPTION**

**The Nursing Unit**, headed by the Deputy Nursing Home Administrator for Clinical Care Services, provides leadership in resident care supervised by Clinical Care Coordinators (nurse managers). The professional nursing staff, with the attending physician, develops and implements plans of care for each resident. Staff duties include administering medications, treatments, infection control, monitoring and complete documentation relating to the care of residents, and as mandated by State and Federal regulations.

The Nursing unit employs Nursing Assistants whose duties include observation and complete personal care of the residents. They 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 sensitive care to those residents with a terminal illness. The care, comfort and emotional support of both the resident and the family is fostered. The nursing

department endeavors to enable the resident to live life in a manner desired and when unable, 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 and sensitive care to those residents with dementia who are experiencing memory loss, impairment of functional abilities and other cognitive skills. The objective is to maintain each resident at his or her maximum level of functioning for the longest period of time possible.

**Infection Control Unit** monitors all departments for infection control compliance, monitors an ongoing employee health program, monitors the administration of the resident and staff flu vaccine, monitors the administration of the resident, staff and volunteer Mantoux testing program, reviews the Occupational Exposure Control Program and monitors compliance, oversees the administration of Hepatitis B vaccination program, assists with employee education regarding Infection Control issues, and maintains documentation compliance.

**The Rehab Nursing Unit** is the liaison between the Nursing department and Therapies to provide a program that will assist the resident in achieving and maintaining his/her highest level of self-care, independence and well being.

**2008 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.

**2008 BUDGET HIGHLIGHTS**

- Implementation of the “Ever Care Program”
- Research and Development of “The Resource Care Tracker Program”

16 0077 WILLOW POINT NURSING HOME/ Nursing  
0085  
0101

0085  
0101

<u>Title of Position</u>	<u>Grade/Unit</u>	2006	As of	2008	2008	2008
		<u>Actuals</u>	9/1/2007 <u>Current</u> <u>Authorized</u>	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
<u>FULL TIME</u>						
Deputy N.H. Administrator - Health Services	F Admin	1	1	1	1	1
Associate Director of Clinical Care	20 BAPA	1	1	1	1	1
Clinical Care Coordinator	18 BAPA	7	7	7	7	7
Supervising Nurse	16 BAPA	4	4	4	4	4
Sr. Registered Professional Nurse	16 CSEA	1	1	1	1	1
Charge Nurse RPN/Sr. LPN	15/11 CSEA	20	20	20	20	20
Charge Nurse /RPN	15 CSEA	1	1	1	1	1
Registered Professional Nurse	14 CSEA	7	6	6	6	6
RPN (WPNH)/LPN	14/10 CSEA	11	11	11	11	11
Secretary	13 CSEA	1	1	1	1	1
Sr. LPN	11 CSEA	2	2	2	2	2
Licensed Practical Nurse	10 CSEA	28	28	28	28	28
Program Assistant	10 CSEA	1	1	1	1	1
Stores Clerk	10 CSEA	2	2	2	2	2
Sr. Clerk	8 CSEA	1	1	1	1	1
Rehabilitation Aide	7 CSEA	5	5	5	5	5
Certified Nursing Assistant/NAT	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>240</b>	<b>239</b>	<b>239</b>	<b>239</b>	<b>239</b>

16 0077 WILLOW POINT NURSING HOME/Nursing  
0085  
0101

0085  
0101

<u>Title of Position</u>	<u>Grade/Unit</u>	2006 <u>Actuals</u>	As of 9/1/2007 Current <u>Authorized</u>	2008 <u>Requested</u>	2008 <u>Recommended</u>	2008 <u>Adopted</u>
PART TIME						
Supervising Nurse	16 BAPA	2	2	2	2	2
Registered Professional Nurse (NH)	14 CSEA	3	3	3	3	3
RPN (WPNH)/LPN	14/10 CSEA	11	11	11	11	11
Licensed Practical Nurse	10 CSEA	8	8	8	8	8
Certified Nursing Assistant/NAT	6 CSEA	<u>97</u>	<u>97</u>	<u>97</u>	<u>96</u>	<u>96</u>
Total Part-Time Positions		121	121	121	120	120
TOTAL POSITIONS		361	360	360	359	359

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0645	LITIGATION RECOVERY			527			
CHARACTER 02	SUBTOTAL			527			
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	2,416		2,538			
0216	GIFTS AND DONATIONS	13					
0229	TRANSFER FROM INSURANCE RESERVE	366		42			
CHARACTER 07	SUBTOTAL	2,795		2,580			
CHARACTER :08	STATE AID						
0460	OTHER STATE AID	364,689	355,200	255,331	5,000	5,000	5,000
CHARACTER 08	SUBTOTAL	364,689	355,200	255,331	5,000	5,000	5,000
TYPE R	SUBTOTAL	367,484	355,200	258,438	5,000	5,000	5,000
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	6,851,994	7,552,617	3,770,024	7,692,383	7,692,383	7,692,383
1500	SALARIES PART-TIME	1,390,919	1,650,515	884,630	1,662,281	1,662,281	1,662,281
1600	SALARIES TEMPORARY	59,016	35,173	44,745			
1700	SALARIES OVERTIME	698,470	405,648	484,997	558,380	558,380	558,380
1900	SALARIES SHIFT DIFFERENTIAL	2	81,037		41,184	41,184	41,184
1930	STAND-BY PAY	1,305		3,588			
1940	OTHER PERSONNEL SERVICES	49,134	56,775	48,791	54,900	54,900	54,900
1960	DISCRETIONARY SALARY SAVINGS				-95,005		
CHARACTER 10	SUBTOTAL	9,050,840	9,781,765	5,236,775	9,914,123	10,009,128	10,009,128

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2120	OFFICE FURNITURE		3,566	761	819	819	819
2310	KITCHEN AND DINING ROOM EQUIPMENT				2,190	2,190	2,190
2420	PHOTOGRAPHIC EQUIPMENT			120			
2470	TRAINING AND EDUCATIONAL EQUIPMENT		2,100	246	100	100	100
2620	HOSPITAL MEDICAL AND LAB EQUIPMENT		46,378	22,996	25,630	25,630	25,630
2850	COMPUTER EQUIPMENT		2,200				
		-----	-----	-----	-----	-----	-----
CHARACTER 20	SUBTOTAL		54,244	24,123	28,739	28,739	28,739
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	2,202	1,400	906	1,753	1,400	1,400
4319	OFFICE SUPPLIES	4,375	4,000	2,881	4,500	4,000	4,000
4331	FOOD AND BEVERAGES		500				
4332	KITCHEN AND DINING ROOM SUPPLIES	558					
4342	PHOTOGRAPHIC SUPPLIES	347		186	600		
4346	TRAINING AND EDUCATIONAL SUPPLIES	1,823	3,400	1,939	3,400	3,400	3,400
4349	MISC OPERATIONAL SUPPLIES	11,336	13,425	3,089	13,830	13,830	13,830
4359	COMPUTER SOFTWARE AND SUPPLIES	519	1,500	475	1,500	1,500	1,500
4363	MEDICAL LAB & CLINIC SUPPLIES	329,638	362,781	177,291	357,166	357,166	357,166
4411	POSTAGE AND FREIGHT	83	400	142	200	200	200
4412	TELEPHONE			75			
4418	DUES AND MEMBERSHIPS		350				
4419	GENERAL OFFICE EXPENSES	9,593	9,275	7,734	11,550	11,550	11,550
4434	MEDICAL HOSPITAL AND LAB EXPENSES	19,397	21,800	5,865	24,200	24,200	24,200
4439	OTHER INSTITUTIONAL EXPENSES	5,057	2,500		1,800	2,000	2,000
4453	TRANSPORTATION SERVICES	527	250	30	250	250	250
4461	MILEAGE AND PARKING-LOCAL	2	50	19	40	50	50
4462	TRAVEL HOTEL AND MEALS	1,177	2,250	704	2,250	2,250	2,250
4463	EDUCATION AND TRAINING	1,896	3,135	2,437	3,135	3,135	3,135
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	58					
4469	OTHER PERSONAL EXPENSES	3,880	6,520	1,800	5,000	5,000	5,000
4512	OUTSIDE RENTALS-MACHINERY	36,818	58,808	20,743	42,990	42,990	42,990
4518	COPYING MACHINE RENTALS	588	11,000	6,096	9,144	9,144	9,144
4523	INSURANCE CLAIMS	366		42			
4747	OTHER FEES FOR SERVICES	9,322	3,402	3,224			
4768	LOSS ON DISPOSITION OF ASSETS	3,295					
5072	NURSING SERVICES-AIDES	1,369	15,000		5,000	5,000	5,000
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	444,226	521,746	235,678	488,308	487,065	487,065

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4625	FOOD SERVICE CHARGEBACKS			27			
CHARACTER 41	SUBTOTAL			27			
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	958,443	996,476	429,282	971,584	795,519	795,519
8030	SOCIAL SECURITY	668,571	726,746	381,469	758,432	758,432	758,432
8040	WORKERS COMPENSATION	499,790	465,786	343,411	378,117	378,117	378,117
8050	LIFE INSURANCE	5,573	8,640	3,618	8,112	8,112	8,112
8060	HEALTH INSURANCE	2,442,261	3,218,867	1,894,892	3,711,290	3,711,290	3,711,290
8063	DISABILITY INSURANCE	35,477	41,400	23,016	38,760	38,760	38,760
8070	UNEMPLOYMENT INSURANCE	21,846		1,677			
CHARACTER 80	SUBTOTAL	4,631,961	5,457,915	3,077,365	5,866,295	5,690,230	5,690,230
TYPE X	SUBTOTAL	14,127,027	15,815,670	8,573,968	16,297,465	16,215,162	16,215,162
DIVISION 31	SUBTOTAL	-13,759,543	-15,460,470	-8,315,530	-16,292,465	-16,210,162	-16,210,162

**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 met. Food is served in a manner that is appetizing, visually pleasing and of different variety to ensure resident satisfaction.

**DESCRIPTION**

Under the direction of the Central Foods Nutrition Services Director, the dietary division provides the food and beverage for the residents of the facility. Hot food is ordered from Central Food Nutrition Facility while all cold food is prepared onsite. Due to declining health, most residents are placed on therapeutic diets by their physicians. Each resident on a therapeutic diet is individually counseled as indicated concerning any restrictions that may apply. A menu is then developed for that resident that will fall within those parameters.

The dietary division serves up to 1,149 meals daily.

**2008 OBJECTIVES**

- Continue to develop and provide staff education to improve cost control measures.
- Continue to maintain good 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.

**2008 BUDGET HIGHLIGHTS**

- Provide quality nutritional services to meet the specialized needs of the resident population.

## 16 0119 WILLOW POINT NURSING HOME/Dietary

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</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>PART TIME</b>						
Food Service Helper	5 CSEA	<u>18</u>	<u>18</u>	<u>18</u>	<u>18</u>	<u>18</u>
<b>Total Part-Time Positions</b>		<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>
<b>TOTAL POSITIONS</b>		<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0090	CAFETERIA FEES	851	1,000	658	800	800	800
CHARACTER 02	SUBTOTAL	851	1,000	658	800	800	800
CHARACTER :03	USE OF MONEY AND PROPERTY						
0196	VENDING MACHINE		9,000				
CHARACTER 03	SUBTOTAL		9,000				
TYPE R	SUBTOTAL	851	10,000	658	800	800	800
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	732,313	763,921	408,987	790,997	790,997	790,997
1500	SALARIES PART-TIME	265,852	193,056	178,242	195,134	195,134	195,134
1600	SALARIES TEMPORARY	50,928	41,642	47,087			
1700	SALARIES OVERTIME	38,969	29,590	20,181	42,732	42,732	42,732
1940	OTHER PERSONNEL SERVICES	6,492	6,500	6,473	6,600	6,600	6,600
CHARACTER 10	SUBTOTAL	1,094,554	1,034,709	660,970	1,035,463	1,035,463	1,035,463

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2310	KITCHEN AND DINING ROOM EQUIPMENT		30,400	8,922	8,500		
2851	SOFTWARE			3,636			
		-----	-----	-----	-----	-----	-----
CHARACTER 20	SUBTOTAL		30,400	12,558	8,500		
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	302	500	219	3,750	3,750	3,750
4331	FOOD AND BEVERAGES	1,792	3,750	409	2,500	3,000	3,000
4332	KITCHEN AND DINING ROOM SUPPLIES	3,945	3,750	705	4,500	4,500	4,500
4346	TRAINING AND EDUCATIONAL SUPPLIES				500	500	500
4358	SAFETY SUPPLIES	2,681	6,560	3,808	6,800	6,800	6,800
4359	COMPUTER SOFTWARE AND SUPPLIES	920	1,200	523	1,000	1,200	1,200
4411	POSTAGE AND FREIGHT	25					
4419	GENERAL OFFICE EXPENSES		2,320		2,320	2,320	2,320
4462	TRAVEL HOTEL AND MEALS	210		12	500	500	500
4463	EDUCATION AND TRAINING	309	1,000	556	1,750	1,000	1,000
4518	COPYING MACHINE RENTALS	4,032	8,100	5,400	8,100	8,100	8,100
4768	LOSS ON DISPOSITION OF ASSETS	19					
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	14,235	27,180	11,632	31,720	31,670	31,670
CHARACTER :41	CHARGEBACK EXPENSES						
4625	FOOD SERVICE CHARGEBACKS	1,527,313	1,762,563	794,559	1,684,578	1,684,578	1,684,578
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	1,527,313	1,762,563	794,559	1,684,578	1,684,578	1,684,578

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	137					
CHARACTER 70	SUBTOTAL	137					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	111,683	108,552	51,285	101,476	101,476	101,476
8030	SOCIAL SECURITY	80,719	79,160	48,425	79,213	79,213	79,213
8040	WORKERS COMPENSATION	22,347	20,827	14,818	16,316	16,316	16,316
8050	LIFE INSURANCE	717	1,080	482	1,080	1,080	1,080
8060	HEALTH INSURANCE	268,885	345,603	195,174	321,262	321,262	321,262
8063	DISABILITY INSURANCE	4,701	5,280	3,075	5,280	5,280	5,280
8070	UNEMPLOYMENT INSURANCE	1,514		948			
CHARACTER 80	SUBTOTAL	490,566	560,502	314,207	524,627	524,627	524,627
TYPE X	SUBTOTAL	3,126,805	3,415,354	1,793,926	3,284,888	3,276,338	3,276,338
DIVISION 32	SUBTOTAL	-3,125,954	-3,405,354	-1,793,268	-3,284,088	-3,275,538	-3,275,538

**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 the facility.

The Housekeeping unit is charged with the responsibility of providing a safe, sanitary environment for the residents of the facility. The duties include all the basic cleaning functions.

The Laundry unit launders residents' clothing, facility draperies, and miscellaneous resident care items, and controls the contracted linen supply.

**2008 OBJECTIVES**

- Continue to improve the quality of housekeeping services and expand cost containment measures.

**2008 BUDGET HIGHLIGHTS**

- Continue routine replacement program for flooring, faucets and pipe repair and replacement, wall painting and patching, etc.

16 0127 WILLOW POINT NURSING HOME/Cleanliness & Safety  
 0143  
 0150

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	4	4	4
Clerk	6 CSEA	1	1	1	1	1
Custodial Worker	6 CSEA	27	27	27	27	27
Laundry Worker	6 CSEA	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</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>

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0205	SALE OF SCRAP & EXCESS MATERIALS	287		61			
CHARACTER 06	SUBTOTAL	287		61			
CHARACTER :07	MISC/INTERFUND REVENUES						
0229	TRANSFER FROM INSURANCE RESERVE	517					
CHARACTER 07	SUBTOTAL	517					
TYPE R	SUBTOTAL	804		61			
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,008,709	1,060,765	571,793	1,081,657	1,081,657	1,081,657
1500	SALARIES PART-TIME	126,506	76,144	60,799	75,620	75,620	75,620
1600	SALARIES TEMPORARY	21,533		17,955			
1700	SALARIES OVERTIME	32,861	19,238	26,114	40,310	40,310	40,310
1930	STAND-BY PAY	7,160	7,300	4,760	7,320	7,320	7,320
1940	OTHER PERSONNEL SERVICES	7,370	7,900	7,166	7,900	7,900	7,900
CHARACTER 10	SUBTOTAL	1,204,139	1,171,347	688,587	1,212,807	1,212,807	1,212,807

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2011	IMPROVEMENT/ALTERATIONS			13,027	25,000	25,000	25,000
2240	DPW BUILDING MAINTENANCE EQUIPMENT			368	29,990		
2260	HEATING AND AIR CONDITIONING EQUIPM		5,000				
2270	DPW BUILDING AND GROUNDS EQUIPMENT		500		1,500	1,500	1,500
2290	BUILDING AND GROUNDS EQUIPMENT		2,500	10,220			
2330	LAUNDRY AND CLEANING EQUIPMENT				16,000	16,000	16,000
2380	RECREATIONAL EQUIPMENT				1,160	1,160	1,160
2390	OTHER INSTITUTIONAL EQUIPMENT		7,625	7,568			
2420	PHOTOGRAPHIC EQUIPMENT				400		
2620	HOSPITAL MEDICAL AND LAB EQUIPMENT				9,288		
CHARACTER 20 SUBTOTAL			15,625	31,183	83,338	43,660	43,660
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	1,309	850	298	800	850	850
4323	BLDG MAINTENANCE SUPPLIES	46,703	66,850	31,220	60,550	60,675	60,675
4326	FUEL AND HEATING SUPPLIES	160,126	180,000	117,269	189,000	189,000	189,000
4329	BLDG AND GROUNDS SUPPLIES	53,027	44,500	31,202	44,200	44,200	44,200
4333	HSLD LAUNDRY & CLEANING SUPPLIES	33,768	34,000	24,399	40,000	40,000	40,000
4342	PHOTOGRAPHIC SUPPLIES		250	454	500	500	500
4349	MISC OPERATIONAL SUPPLIES	7,431	8,000	5,024	8,000	8,000	8,000
4357	RECREATIONAL AND ACTIVITY SUPPLIES	66					
4358	SAFETY SUPPLIES	620	1,000	362	750	750	750
4359	COMPUTER SOFTWARE AND SUPPLIES	156		68			
4361	NURSING SUPPLIES	62,634	65,000	39,801	65,000	65,000	65,000
4362	ENVIRONMENTAL HEALTH SUPPLIES	186,090	227,000	103,829	210,000	210,000	210,000
4411	POSTAGE AND FREIGHT		50				
4423	BLDG GROUNDS AND EQUIP REPAIR	36,247	22,500	15,418	38,700	38,700	38,700
4425	WATER AND SEWAGE CHARGES	68,278	62,600	48,060	72,700	72,700	72,700
4426	HEATING AND AIR COND PLANT EXP	9,044	9,200	1,034	9,950	9,950	9,950
4427	ELECTRIC CURRENT	213,494	242,000	133,333	249,260	249,260	249,260
4428	TAXES	3,034	3,500	3,132	3,500	3,500	3,500
4429	BUILDING AND GROUNDS EXPENSES	63,246	70,400	28,666	66,700	66,700	66,700
4432	LAUNDRY AND DRY CLEANING EXPENSES	218,937	250,000	133,715	225,000	225,000	225,000
4434	MEDICAL HOSPITAL AND LAB EXPENSES			3,033	10,500	10,500	10,500
4449	OTHER OPERATIONAL EXPENSES		1,600	180	1,400	1,600	1,600
4462	TRAVEL HOTEL AND MEALS	-6	50			50	50
4463	EDUCATION AND TRAINING		250			250	250
4512	OUTSIDE RENTALS-MACHINERY	73	500	53	100	100	100
4523	INSURANCE CLAIMS	517					

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4768	LOSS ON DISPOSITION OF ASSETS	1,902					
CHARACTER 40	SUBTOTAL	1,166,696	1,290,100	720,550	1,296,610	1,297,285	1,297,285
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES	1,232	1,700				
4615	GASOLINE CHARGEBACK	1,907	3,000	1,206	3,320	3,320	3,320
4616	FLEET SERVICE CHARGEBACK	3,857	8,792		11,036	11,036	11,036
4626	TRANSPORTATION SERVICES CHARGEBACKS		10,487		12,047	12,047	12,047
CHARACTER 41	SUBTOTAL	6,996	23,979	1,206	26,403	26,403	26,403
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	125,079	122,888	56,601	115,579	115,579	115,579
8030	SOCIAL SECURITY	89,704	89,610	50,654	90,226	90,226	90,226
8040	WORKERS COMPENSATION	40,933	38,147	31,708	34,912	34,912	34,912
8050	LIFE INSURANCE	754	1,104	503	1,104	1,104	1,104
8060	HEALTH INSURANCE	405,122	473,249	318,761	525,946	525,946	525,946
8063	DISABILITY INSURANCE	5,165	5,400	3,225	5,400	5,400	5,400
8070	UNEMPLOYMENT INSURANCE	482		37			
CHARACTER 80	SUBTOTAL	667,239	730,398	461,489	773,167	773,167	773,167
TYPE X	SUBTOTAL	3,045,070	3,231,449	1,903,015	3,392,325	3,353,322	3,353,322
DIVISION 33	SUBTOTAL	-3,044,266	-3,231,449	-1,902,954	-3,392,325	-3,353,322	-3,353,322

**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. Workers are charged with identifying personal and social needs, psychosocial need, and arranging for services to meet these needs. In addition, Social Service workers 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.

**2008 OBJECTIVES**

- Continue the provision of social work services.
- Continually educate the public regarding the services provided at Willow Point Nursing Facility 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.

**2008 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Director of Nursing Home Social Services	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	6	6
Assistant Director of Activities	9 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1	1
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>16</b>	<b>16</b>	<b>16</b>	<b>16</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	6 CSEA	<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>27</b>	<b>27</b>	<b>27</b>	<b>27</b>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0025	CABLE TV	12,257	11,500	8,393	11,000	11,000	11,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	12,257	11,500	8,393	11,000	11,000	11,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			70			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL			70			
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	12,257	11,500	8,463	11,000	11,000	11,000
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	517,263	540,057	304,957	555,494	555,494	555,494
1500	SALARIES PART-TIME	95,079	99,327	66,700	104,516	104,516	104,516
1600	SALARIES TEMPORARY	48,264	28,080	30,538			
1700	SALARIES OVERTIME	4,042	3,812	1,151	4,373	4,373	4,373
1940	OTHER PERSONNEL SERVICES	150		155			
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	664,798	671,276	403,501	664,383	664,383	664,383

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2120	OFFICE FURNITURE				900	900	900
2380	RECREATIONAL EQUIPMENT		100		525	525	525
2850	COMPUTER EQUIPMENT		4,200	4,064			
		-----	-----	-----	-----	-----	-----
CHARACTER 20 SUBTOTAL			4,300	4,064	1,425	1,425	1,425
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	174	600	157	250	450	450
4319	OFFICE SUPPLIES	1,656	1,600	501	1,400	1,600	1,600
4331	FOOD AND BEVERAGES	713		699	1,200	1,200	1,200
4332	KITCHEN AND DINING ROOM SUPPLIES	3					
4342	PHOTOGRAPHIC SUPPLIES	16	100	17			
4349	MISC OPERATIONAL SUPPLIES	1,527		5			
4357	RECREATIONAL AND ACTIVITY SUPPLIES	4,083	4,635	2,193	3,435	3,435	3,435
4359	COMPUTER SOFTWARE AND SUPPLIES		550		650	650	650
4411	POSTAGE AND FREIGHT	8		20			
4418	DUES AND MEMBERSHIPS	245	420	40	300	300	300
4419	GENERAL OFFICE EXPENSES	78					
4437	RELIGIOUS EXPENSES	2,258	2,258	941	2,258	2,258	2,258
4438	RECREATIONAL AND ACTIVITY EXPENSES	13,203	14,990	9,046	14,250	14,250	14,250
4442	PHOTOGRAPHIC EXPENSES	29	150	31	150	150	150
4453	TRANSPORTATION SERVICES	671		589	750	750	750
4461	MILEAGE AND PARKING-LOCAL		170				
4462	TRAVEL HOTEL AND MEALS	87	900		750	900	900
4463	EDUCATION AND TRAINING	988	2,170	1,764	1,700	2,100	2,100
4512	OUTSIDE RENTALS-MACHINERY	26		12	50	50	50
4747	OTHER FEES FOR SERVICES	4,200	4,400	2,200	10,000	10,000	10,000
4768	LOSS ON DISPOSITION OF ASSETS	180					
		-----	-----	-----	-----	-----	-----
CHARACTER 40 SUBTOTAL		30,145	32,943	18,215	37,143	38,093	38,093

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4625	FOOD SERVICE CHARGEBACKS	74		128			
CHARACTER 41	SUBTOTAL	74		128			
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	65,873	70,425	30,293	69,672	69,672	69,672
8030	SOCIAL SECURITY	48,900	51,355	29,298	54,387	54,387	54,387
8040	WORKERS COMPENSATION	7,717	7,192	5,804	6,391	6,391	6,391
8050	LIFE INSURANCE	357	648	232	816	816	816
8060	HEALTH INSURANCE	182,854	227,506	139,040	232,590	232,590	232,590
8063	DISABILITY INSURANCE	2,123	3,000	1,369	3,840	3,840	3,840
8070	UNEMPLOYMENT INSURANCE	2,080					
CHARACTER 80	SUBTOTAL	309,904	360,126	206,036	367,696	367,696	367,696
TYPE X	SUBTOTAL	1,004,921	1,068,645	631,944	1,070,647	1,071,597	1,071,597
DIVISION 34	SUBTOTAL	-992,664	-1,057,145	-623,481	-1,059,647	-1,060,597	-1,060,597

## 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 part-time 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.

#### 2008 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.

#### 2008 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Director of Rehabilitation Services	24 BAPA	1	0	0	0	0
Director of Rehabilitation Services	28 BAPA	0	1	1	1	1
Occupational Therapist (40)	24 CSEA	1	1	1	1	1
Occupational Therapist Assistant (COTA)	16 CSEA	1	1	1	1	1
Physical Therapist	22 CSEA	1	1	0	0	0
Physical Therapist	25 CSEA	0	0	1	1	1
Physical Therapy Assistant	13 CSEA	2	2	2	2	2
Physical Therapy Aide	7 CSEA	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</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>						
<b>Total Part-Time Positions</b>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL POSITIONS</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0216	GIFTS AND DONATIONS	4					
CHARACTER 07 SUBTOTAL		4					
TYPE R SUBTOTAL		4					
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	246,777	362,001	196,833	384,437	384,437	384,437
1600	SALARIES TEMPORARY			1,393			
1700	SALARIES OVERTIME	1,458		900			
1940	OTHER PERSONNEL SERVICES	1,000	1,000	1,200	1,400	1,400	1,400
CHARACTER 10 SUBTOTAL		249,235	363,001	200,326	385,837	385,837	385,837
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2620	HOSPITAL MEDICAL AND LAB EQUIPMENT		16,160	8,730	23,200	23,200	23,200
CHARACTER 20 SUBTOTAL			16,160	8,730	23,200	23,200	23,200
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		350		200	200	200
4319	OFFICE SUPPLIES	193	300	93	350	350	350
4323	BLDG MAINTENANCE SUPPLIES	36					
4359	COMPUTER SOFTWARE AND SUPPLIES		100	68	200	200	200
4363	MEDICAL LAB & CLINIC SUPPLIES	134,818	89,850	-66,081	114,450	114,450	114,450
4367	UNIT DOSAGE SNF	544,143	600,000	331,411	600,000	600,000	600,000
4411	POSTAGE AND FREIGHT	264	150	79	1,000	1,000	1,000
4418	DUES AND MEMBERSHIPS		600				
4419	GENERAL OFFICE EXPENSES	230		920	1,380	1,380	1,380
4434	MEDICAL HOSPITAL AND LAB EXPENSES	7,587	1,200	1,437	7,300	7,300	7,300
4439	OTHER INSTITUTIONAL EXPENSES	159					
4462	TRAVEL HOTEL AND MEALS	-6	1,000	42	1,000	1,000	1,000
4463	EDUCATION AND TRAINING		1,500		1,500	1,500	1,500
4512	OUTSIDE RENTALS-MACHINERY				19,500	19,500	19,500
4703	LAB SERVICES	57,185	55,800	19,698	55,800	55,800	55,800

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4706	REHAB AND THERAPY SERVICES	82,032	63,115	57,304	115,230	115,230	115,230
4712	PHYSICIAN SERVICES	58,989	60,760	40,507	60,760	60,760	60,760
4715	OTHER HEALTH AND MEDICAL SERVICES	4,225	3,000	1,264	6,000	6,000	6,000
4747	OTHER FEES FOR SERVICES	66,162	91,200	35,838	103,800	103,800	103,800
4768	LOSS ON DISPOSITION OF ASSETS	775					
CHARACTER 40 SUBTOTAL		956,792	968,925	422,580	1,088,470	1,088,470	1,088,470
CHARACTER :41	CHARGEBACK EXPENSES						
4625	FOOD SERVICE CHARGEBACKS	55		19			
CHARACTER 41 SUBTOTAL		55		19			
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	27,408	37,597	16,231	37,811	37,811	37,811
8030	SOCIAL SECURITY	18,406	27,770	14,455	29,517	29,517	29,517
8040	WORKERS COMPENSATION	2,846	2,652	1,948	2,145	2,145	2,145
8050	LIFE INSURANCE	112	192	93	192	192	192
8060	HEALTH INSURANCE	100,415	147,830	82,840	139,170	139,170	139,170
8063	DISABILITY INSURANCE	585	840	637	840	840	840
CHARACTER 80 SUBTOTAL		149,772	216,881	116,204	209,675	209,675	209,675
TYPE X SUBTOTAL		1,355,854	1,564,967	747,859	1,707,182	1,707,182	1,707,182
DIVISION 35 SUBTOTAL		-1,355,850	-1,564,967	-747,859	-1,707,182	-1,707,182	-1,707,182

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0217	PREMIUM & ACCRUED INT ON OBLIGATION	8,451		2,698			
CHARACTER 07 SUBTOTAL		8,451		2,698			
TYPE R SUBTOTAL		8,451		2,698			
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS		255,031		130,147	130,147	130,147
6001	PRINCIPAL ON BANS		60,000		60,000	60,000	60,000
CHARACTER 60 SUBTOTAL			315,031		190,147	190,147	190,147
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	84,944	74,319	32,150	64,941	64,941	64,941
7001	INTEREST ON BANS	28,427	40,375	11,948	31,600	31,600	31,600
CHARACTER 70 SUBTOTAL		113,371	114,694	44,098	96,541	96,541	96,541
TYPE X SUBTOTAL		113,371	429,725	44,098	286,688	286,688	286,688
DIVISION 36 SUBTOTAL		-104,920	-429,725	-41,400	-286,688	-286,688	-286,688

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

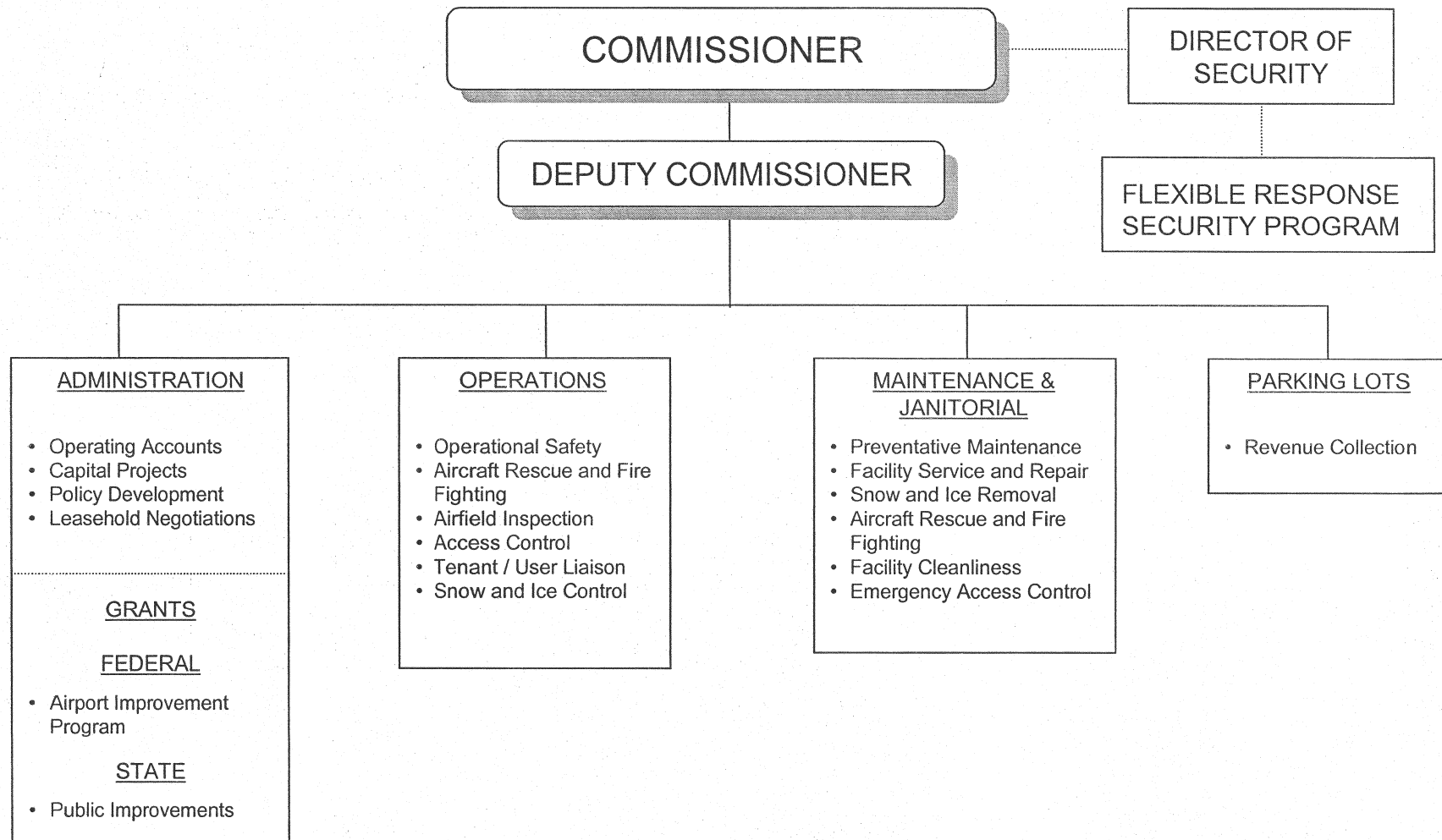
SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0524	SNF MEDICAID	1,078,065	460,000		1,985,366	1,985,366	1,985,366
CHARACTER 02	SUBTOTAL	1,078,065	460,000		1,985,366	1,985,366	1,985,366
TYPE R	SUBTOTAL	1,078,065	460,000		1,985,366	1,985,366	1,985,366
DIVISION 38	SUBTOTAL	1,078,065	460,000		1,985,366	1,985,366	1,985,366
DEPARTMENT 16	SUBTOTAL	-1,829,220		600,307	-1,569,520		
SUBFUND 204	SUBTOTAL	-1,829,220		600,307	-1,569,520		

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## TRANSPORTATION

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
Aviation	324
Highways	
County Roads	332
Road Machinery	340
Public Transportation (Transit)	344

# AVIATION



## **AVIATION - 21**

### **MISSION STATEMENT**

To provide the citizens of Broome County and the Southern Tier with safe, clean, efficient and economically self-sustaining 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 and employee parking lot.

Four (4) 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.

### **2008 OBJECTIVES**

- To meet and maintain our standard of the safe, secure and efficient administration, operation and maintenance of our air transportation facility;
- To complete Phase III of the Airport Public Side Improvement project which focuses on rehabilitation of the airport parking lots;
- To build off the success of securing a new airport tenant, namely Lockheed Martin Systems Integration, and aggressively pursue new airport tenants to ensure airport budget stability and affordable operating rates for the airlines;
- To build upon the current level of 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 help promote the use of the Greater Binghamton Airport.

### **2008 BUDGET HIGHLIGHTS**

- Continued funding appropriations for airport marketing and air service development activities;
- More than doubled previous hangar revenue projections as a result of securing a new tenant for Hangar I;
- Planning for the commencement of new debt service in 2009, the airport has implemented a new dedicated funding source with the support of the Car Rental Concessionaires called 'CFC's'.
- In an effort to maintain our competitive cost structure to our airline partners, a continuing budget has been requested.

## 21 0203 AVIATION

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	7	7	7	7
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	5	5	5	5
Airport Custodial Worker	7 CSEA	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
<b>Total Full-Time Positions</b>		<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</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>27</b>	<b>27</b>	<b>27</b>	<b>27</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0093	FARES & FEES	92,247	117,900	86,991	131,700	131,700	131,700
0099	RENTAL CAR CONCESSION FEES	563,059	550,000	333,921	565,000	565,000	565,000
0100	RESTAURANT/LOUNGE CONCESSION FEES	3,048	4,000	1,184	3,000	3,000	3,000
0102	GROUND TRANSPORT CONCESSION FEES	14,550	16,000	9,425	14,700	14,700	14,700
0103	ADVERTISING FEES	40,320	35,000	23,828	40,000	40,000	40,000
0107	SPACE RENTAL-AIRLINES	941,604	979,264	652,098	1,014,000	1,014,000	1,014,000
0108	SPACE RENTAL-OTHER	184,869	183,816	124,647	184,816	184,816	184,816
0110	MISC TERMINAL AREA INCOME	4,378	4,380	2,189	4,380	4,380	4,380
0111	LANDING FEES - SIGNATORY	291,002	370,972	187,353	361,000	361,000	361,000
0112	LANDING FEES - NON-SIGNATORY	32,416	36,000	21,490	34,000	34,000	34,000
0114	FUEL FLOWAGE FEE	25,116	23,000	13,993	24,000	24,000	24,000
0116	HANGAR RENTAL	93,012	241,000	138,109	325,180	325,180	325,180
0117	HANGAR TAX REIMBURSEMENT	68,664	72,000	21,729	75,600	75,600	75,600
0119	AIRCRAFT T-HANGAR RENTAL	16,335	19,000	13,695	20,700	20,700	20,700
0120	FREIGHT BLDG RENTAL	14,196	16,936	9,277	16,958	16,958	16,958
0122	SERVICE CTR/STORAGE/WASH RACK	22,531	23,175	15,391	23,700	23,700	23,700
0127	OTHER CHARGES	1,928	5,000	2,048	4,300	4,300	4,300
0484	FACILITY RENTALS	3,900	3,900	2,600	3,900	3,900	3,900
0485	GROUND RENTALS	24,198	25,000	16,528	25,400	25,400	25,400
0487	PARKING OPER CONCESSIONS	808,691	808,000	616,118	870,000	870,000	870,000
0492	MISC ADMIN AND OTHER INCOME	4,961	4,900	2,451	4,900	4,900	4,900
0550	DEPRECIATION CHARGEBACK	3,559,060					
CHARACTER 02 SUBTOTAL		6,810,085	3,539,243	2,295,065	3,747,234	3,747,234	3,747,234
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	34,487	20,000	15,814	20,000	20,000	20,000
0187	RENTAL OF REAL PROPERTY INDIVIDUALS	36,000	37,080	24,168	37,890	37,890	37,890
0196	VENDING MACHINE	2,400	2,700	2,038	2,700	2,700	2,700
CHARACTER 03 SUBTOTAL		72,887	59,780	42,020	60,590	60,590	60,590

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	76		69			
0217	PREMIUM & ACCRUED INT ON OBLIGATION	970		1,124			
0229	TRANSFER FROM INSURANCE RESERVE	6,879		4,641			
0233	EARNINGS ON TEMPORARY INVESTMENTS	12,181					
0623	PASSENGER FACILITIES CHARGES	463,757	12,000		12,000	12,000	12,000
0638	CAPITAL CONTRIBUTIONS	3,487,061					
CHARACTER 07 SUBTOTAL		3,970,924	12,000	5,834	12,000	12,000	12,000
TYPE R SUBTOTAL		10,853,896	3,611,023	2,342,919	3,819,824	3,819,824	3,819,824
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	944,761	999,634	545,023	1,035,670	1,035,670	1,035,670
1500	SALARIES PART-TIME	52,010	56,233	36,973	62,717	62,717	62,717
1600	SALARIES TEMPORARY	45,343	42,800	37,783	46,000	46,000	46,000
1700	SALARIES OVERTIME	138,712	142,000	108,809	145,658	145,658	145,658
1900	SALARIES SHIFT DIFFERENTIAL	5,074	5,800	4,410	5,800	5,800	5,800
1930	STAND-BY PAY	9,350	12,400	8,190	12,400	12,400	12,400
1960	DISCRETIONARY SALARY SAVINGS		-26,000		-26,000	-26,000	-26,000
CHARACTER 10 SUBTOTAL		1,195,250	1,232,867	741,188	1,282,245	1,282,245	1,282,245
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4300	MAT & SUPPLIES-SURFACE TREAT	10,482	12,000	11,993	12,000	12,000	12,000
4302	MAT & SUPPLIES-PAINT	3,285	3,000		6,000	6,000	6,000
4305	SNOW REMOVAL MATERIALS & SUPPLIES	46,571	70,000	20,395	69,000	69,000	69,000
4311	BOOKS AND SUBSCRIPTIONS	183	350	41	50	50	50
4319	OFFICE SUPPLIES	3,526	3,000	2,476	3,500	3,500	3,500
4323	BLDG MAINTENANCE SUPPLIES	27,524	48,500	9,893	37,600	37,600	37,600
4326	FUEL AND HEATING SUPPLIES	120,149	158,960	93,545	148,415	148,415	148,415
4329	BLDG AND GROUNDS SUPPLIES	28,821	28,500	23,549	29,000	29,000	29,000
4331	FOOD AND BEVERAGES	690		327	50	50	50
4341	MOTOR EQUIPMENT SUPPLIES	34,492	35,500	20,154	38,000	38,000	38,000
4347	GAS OIL GREASE AND DIESEL FUEL	29,343	40,500	28,726	47,500	47,500	47,500
4348	TIRES AND TUBES	1,770	2,500	3,095	3,500	3,500	3,500
4349	MISC OPERATIONAL SUPPLIES	11,774	12,000	5,555	14,600	14,600	14,600
4356	UNIFORMS	5,747	6,600	3,945	6,700	6,700	6,700
4358	SAFETY SUPPLIES	1,297	1,000	257	900	900	900

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4359	COMPUTER SOFTWARE AND SUPPLIES	423	500	2,332	350	350	350
4411	POSTAGE AND FREIGHT	496	500	248	500	500	500
4412	TELEPHONE	2,354	2,400	1,221	2,470	2,470	2,470
4418	DUES AND MEMBERSHIPS	2,508	2,000	1,524	2,000	2,000	2,000
4419	GENERAL OFFICE EXPENSES	32		30			
4422	BUILDING AND LAND RENTAL	130,866	130,860	87,244	130,860	130,860	130,860
4423	BLDG GROUNDS AND EQUIP REPAIR	16,204	31,500	5,451	20,000	20,000	20,000
4425	WATER AND SEWAGE CHARGES	61,358	20,000	8,238	43,000	43,000	43,000
4426	HEATING AND AIR COND PLANT EXP	4,780	15,800		5,000	5,000	5,000
4427	ELECTRIC CURRENT	288,851	308,200	181,148	321,950	321,950	321,950
4428	TAXES	98,091	108,000	31,041	113,400	113,400	113,400
4429	BUILDING AND GROUNDS EXPENSES	33,180	37,000	19,860	36,000	36,000	36,000
4441	MOTOR EQUIP REPAIRS AND MAINT	2,926	3,500	995	3,500	3,500	3,500
4447	OPERATIONAL EQUIPMENT REPAIRS	16,245	22,000	5,260	25,000	25,000	25,000
4448	ADVERTISING AND PROMOTION EXPENSES	131,146	125,000	107,240	130,000	130,000	130,000
4449	OTHER OPERATIONAL EXPENSES	19,447	20,000	16,008	29,600	29,600	29,600
4457	SUBCONTRACTED PROGRAM EXPENSE	132,972	172,000	96,784	180,600	180,600	180,600
4458	OTHER PROGRAM EXPENSE	11,414		9,091			
4462	TRAVEL HOTEL AND MEALS	4,766	4,500	1,963	4,000	4,000	4,000
4463	EDUCATION AND TRAINING	5,480	3,500	1,264	4,000	4,000	4,000
4466	ADVISORY BD/TRUSTEES EXPENSES	1,478	1,500	991	1,500	1,500	1,500
4518	COPYING MACHINE RENTALS	420	1,620	1,080	1,620	1,620	1,620
4520	PROPERTY LOSS	4,394		4,641			
4523	INSURANCE CLAIMS	50					
4723	BOND AND NOTE ISSUE EXPENSE	107					
4725	OTHER FINANCIAL SERVICES	8,963	8,800	7,003	10,000	10,000	10,000
4747	OTHER FEES FOR SERVICES	13,897	5,000	58			
4750	BAD DEBT EXPENSE	-497					
CHARACTER 40 SUBTOTAL		1,318,005	1,446,590	814,666	1,482,165	1,482,165	1,482,165

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

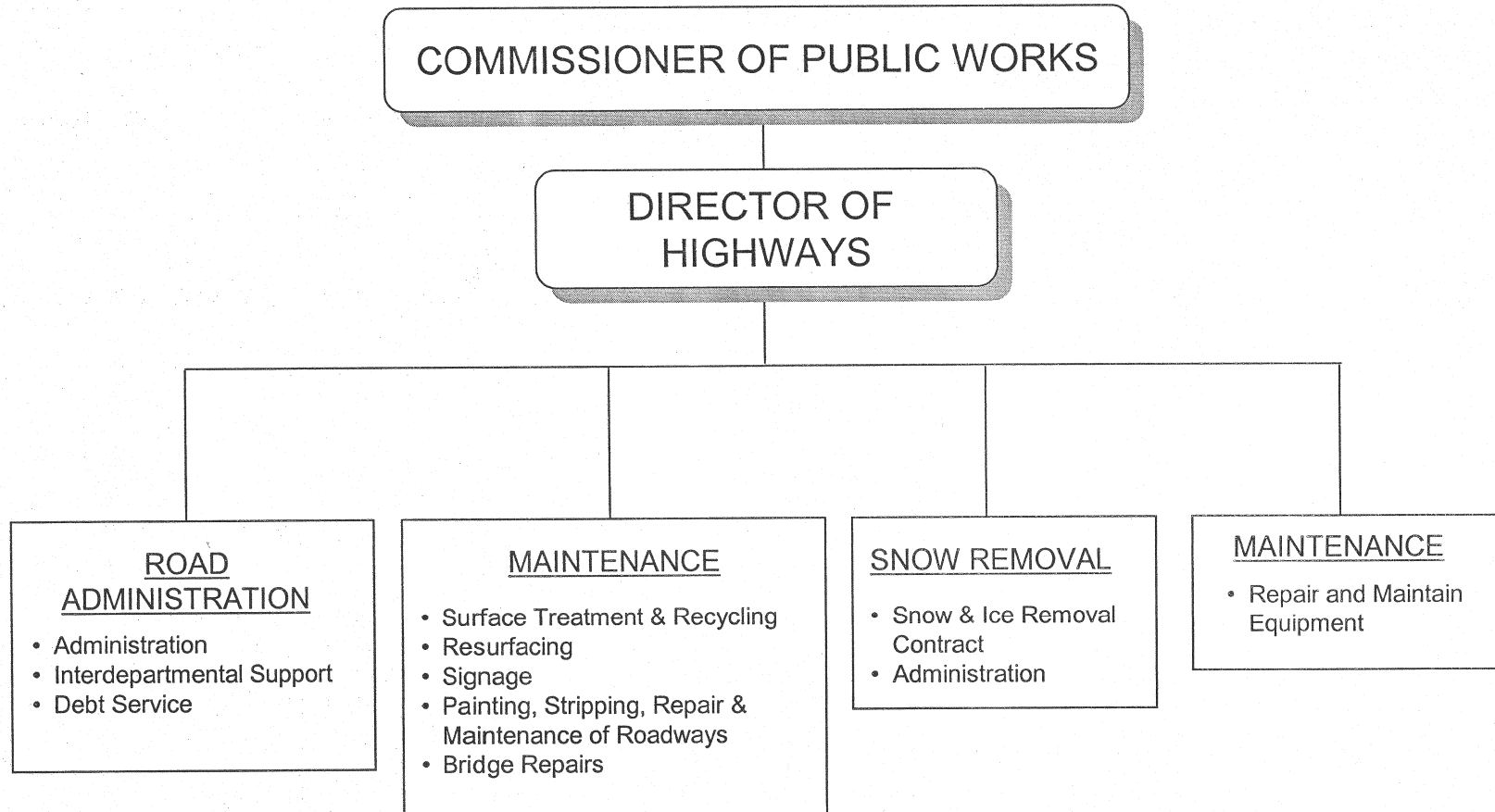
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	76,000					
4602	INSURANCE PREMIUM CHARGEBACK	184,895	168,412	126,309	130,718	130,718	130,718
4604	DPW SECURITY CHARGEBACKS	59,564	63,230	31,616	69,994	69,994	69,994
4616	FLEET SERVICE CHARGEBACK		11,515	2,879	2,000	2,000	2,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	5,758			13,154	13,154	13,154
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	326,217	243,157	160,804	215,866	215,866	215,866
CHARACTER :42	DEPRECIATION						
4801	DEPRECIATION - BUILDINGS	1,142,271					
4803	DEPRECIATION - IMPROV O/T BLDGS	2,797,887					
4804	DEPRECIATION - MOTOR VEHICLES	128,342					
4805	DEPRECIATION - MACHINERY & EQUIP	3,351					
		-----	-----	-----	-----	-----	-----
CHARACTER 42	SUBTOTAL	4,071,851					
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS		68,125		70,310	70,310	70,310
6001	PRINCIPAL ON BANS		2,500		11,717	11,717	11,717
6007	PRINCIPAL ON COMPONENT UNIT LOAN				21,053	21,053	21,053
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL		70,625		103,080	103,080	103,080

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	3,544	32,623	10,728	30,311	30,311	30,311
7001	INTEREST ON BANS	84	3,325	984	13,170	13,170	13,170
7005	INTEREST ON CAPITAL LEASE	195					
7007	INTEREST ON COMPONENT UNIT LOAN				4,185	4,185	4,185
		-----	-----	-----	-----	-----	-----
CHARACTER 70 SUBTOTAL		3,823	35,948	11,712	47,666	47,666	47,666
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	122,954	126,310	58,761	122,112	122,112	122,112
8030	SOCIAL SECURITY	88,807	96,303	54,495	100,081	100,081	100,081
8040	WORKERS COMPENSATION	13,427	30,892	23,169	25,020	25,020	25,020
8050	LIFE INSURANCE	458	648	314	648	648	648
8060	HEALTH INSURANCE	290,117	358,564	232,872	391,416	391,416	391,416
8063	DISABILITY INSURANCE	2,435	2,520	1,647	2,520	2,520	2,520
		-----	-----	-----	-----	-----	-----
CHARACTER 80 SUBTOTAL		518,198	615,237	371,258	641,797	641,797	641,797
		-----	-----	-----	-----	-----	-----
TYPE X SUBTOTAL		7,433,344	3,644,424	2,099,628	3,772,819	3,772,819	3,772,819
		-----	-----	-----	-----	-----	-----
DEPARTMENT 21 SUBTOTAL		3,420,552	-33,401	243,291	47,005	47,005	47,005
		-----	-----	-----	-----	-----	-----
SUBFUND 207 SUBTOTAL		3,420,552	-33,401	243,291	47,005	47,005	47,005

# 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.

**2008 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 ASSHTO 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 ASSHTO Geometric Design and NYSDOT Geometric Design Policy for Bridges.
- Rehabilitate and stabilize approximately one hundred (100) miles of highway shoulders.
- Resurface and/or provide surface treatment, truing and leveling resurfacing to county highways as required, per industry standard and Broome County five year policy. Approximately forty seven 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.
- Involve BMTS with Pavement Management System and traffic counts.
- 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.
- Implement Bridge Management System as provided by NYSDOT for local bridges.
- 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 0106 PUBLIC WORKS/Highways/County Roads  
0122

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Deputy Commissioner of Public Works/Highway	F Admin	1	1	1	1	1
Management Associate	AFSCME	0	1	1	1	1
Assistant General Highway Supervisor	AFSCME	2	2	2	2	2
Highway Crew Supervisor	AFSCME	5	5	5	5	5
Paint Crew Supervisor - DPW	AFSCME	1	1	1	1	1
Painter - DPW	AFSCME	2	2	2	2	2
Public Works Office Assistant	AFSCME	2	2	2	2	2
Carpenter	AFSCME	1	1	1	1	1
Assistant Carpenter	AFSCME	1	1	1	1	1
Laborer	AFSCME	5	5	5	5	5
Motor Equipment Operator III	AFSCME	10	10	10	10	10
Motor Equipment Operator II	AFSCME	18	18	18	18	18
Motor Equipment Operator I	AFSCME	<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>
<b>Total Full-Time Positions</b>		<b>60</b>	<b>61</b>	<b>61</b>	<b>61</b>	<b>61</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>60</b>	<b>61</b>	<b>61</b>	<b>61</b>	<b>61</b>

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0174	SALE OF SUPPLIES TO OTHER GOVTS	3,199	67,980		67,980	67,980	67,980
0537	ROADWAY USE FEES	3,339	11,000	1,661	11,000	11,000	11,000
0559	OTHER DEPARTMENTAL CHARGEBACK	8,248	8,000		35,789	35,789	35,789
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	14,786	86,980	1,661	114,769	114,769	114,769
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	157,651	100,000	58,716	70,000	70,000	70,000
0191	RENTAL OF EQUIPMENT OTHER GOVTS	48,096	10,000		10,000	10,000	10,000
		-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	205,747	110,000	58,716	80,000	80,000	80,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0211	MINOR SALES - PUBLIC WORKS	1,669					
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL	1,669					
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,598		11,474			
0217	PREMIUM & ACCRUED INT ON OBLIGATION	45,782		37,570			
0227	TRANSFER FROM GENERAL FUND	5,459,700	6,063,411	6,063,411		6,951,371	6,927,371
0229	TRANSFER FROM INSURANCE RESERVE	18,704		5,390			
0232	UNUSED CAPITAL FUND			630,876			
0233	EARNINGS ON TEMPORARY INVESTMENTS	358,506	25,000		25,000	25,000	25,000
0465	TRANSFER SPECIAL REVENUE FUND	7,790					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	5,892,080	6,088,411	6,748,721	25,000	6,976,371	6,952,371

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :08 STATE AID							
0294	CONSOLIDATED HIGHWAY AID	1,860,642	1,795,284	227,404	1,895,284	1,895,284	1,895,284
CHARACTER 08 SUBTOTAL		1,860,642	1,795,284	227,404	1,895,284	1,895,284	1,895,284
TYPE R SUBTOTAL		7,974,924	8,080,675	7,036,502	2,115,053	9,066,424	9,042,424
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	2,334,331	2,397,260	1,570,303	2,527,528	2,527,528	2,527,528
1600	SALARIES TEMPORARY	27,955	26,100	24,136	26,100	26,100	26,100
1700	SALARIES OVERTIME	231,081	173,743	156,088	178,955	178,955	178,955
1900	SALARIES SHIFT DIFFERENTIAL	7,244	8,928	5,108	9,828	9,828	9,828
1910	OUT OF TITLE PAY	32,949	16,000	23,260	16,000	16,000	16,000
1940	OTHER PERSONNEL SERVICES	6,500	14,750	9,375	12,000	12,000	12,000
1960	DISCRETIONARY SALARY SAVINGS		-76,200				
CHARACTER 10 SUBTOTAL		2,640,060	2,560,581	1,788,270	2,770,411	2,770,411	2,770,411
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4300	MAT & SUPPLIES-SURFACE TREAT	513,556	330,000	100,022	330,000	330,000	330,000
4301	MAT & SUPPLIES-SIGNS & POSTS	18,930	24,000	7,879	24,000	24,000	24,000
4302	MAT & SUPPLIES-PAINT	79,089	102,777	88,760	102,777	102,777	102,777
4303	MAT & SUPPLIES-GUIDE RAILS		84,375	38,632	64,375	64,375	64,375
4304	MATERIAL & SUPPLIES-OTHER	77,179	100,000	104,814	100,000	100,000	100,000
4305	SNOW REMOVAL MATERIALS & SUPPLIES	318,283	430,515	181,352	524,000	524,000	500,000
4311	BOOKS AND SUBSCRIPTIONS	185		34			
4319	OFFICE SUPPLIES	2,867	1,500	1,485	1,500	1,500	1,500
4323	BLDG MAINTENANCE SUPPLIES			2,612			
4326	FUEL AND HEATING SUPPLIES	49,053	69,049	47,150	72,410	72,410	72,410
4329	BLDG AND GROUNDS SUPPLIES	2,441	525	33	525	525	525
4356	UNIFORMS	2,975	3,500	1,965	3,500	3,500	3,500
4358	SAFETY SUPPLIES	7,149	14,120	2,831	14,120	14,120	14,120
4359	COMPUTER SOFTWARE AND SUPPLIES	1,260	500		500	500	500
4411	POSTAGE AND FREIGHT	7					
4418	DUES AND MEMBERSHIPS	470	300	234	300	300	300
4419	GENERAL OFFICE EXPENSES	944	1,000		1,000	1,000	1,000
4425	WATER AND SEWAGE CHARGES	1,498	1,000	636	1,000	1,000	1,000
4427	ELECTRIC CURRENT	44,316	68,139	30,674	70,183	70,183	70,183

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4428	TAXES	278	1,000	295	1,000	1,000	1,000
4429	BUILDING AND GROUNDS EXPENSES	6,216	3,234	3,818	3,234	3,234	3,234
4449	OTHER OPERATIONAL EXPENSES	284,826	325,000	2,883	160,000	225,000	225,000
4462	TRAVEL HOTEL AND MEALS	421	500	442	500	500	500
4463	EDUCATION AND TRAINING	695	650	320	650	650	650
4512	OUTSIDE RENTALS-MACHINERY	354,196	5,000		510,116	510,116	510,116
4518	COPYING MACHINE RENTALS	1,356	1,392	818	1,392	1,392	1,392
4520	PROPERTY LOSS	2,188		766			
4523	INSURANCE CLAIMS	6,335		2,445			
4599	SNOW REMOVAL - LOCAL GOVTS		449,964	446,092			
4715	OTHER HEALTH AND MEDICAL SERVICES		1,845	1,058	1,845	1,845	1,845
4746	ENGINEERING AND ARCHITECTURAL SERV		20,000	7,891			
CHARACTER 40 SUBTOTAL		1,776,713	2,039,885	1,075,941	1,988,927	2,053,927	2,029,927
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	120,357	114,703	86,027	78,321	78,321	78,321
4614	OTHER CHARGEBACK EXPENSES	1,848					
4626	TRANSPORTATION SERVICES CHARGEBACKS	10,466	41,897	10,474	41,787	41,787	41,787
CHARACTER 41 SUBTOTAL		132,671	156,600	96,501	120,108	120,108	120,108
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS	669,011	836,594	836,594	869,737	869,737	869,737
6001	PRINCIPAL ON BANS		323,531	323,531	797,356	797,356	797,356
CHARACTER 60 SUBTOTAL		669,011	1,160,125	1,160,125	1,667,093	1,667,093	1,667,093

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	649,236	491,589	374,477	460,957	460,957	460,957
7001	INTEREST ON BANS		218,738	218,738	440,059	440,059	440,059
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CHARACTER 70	SUBTOTAL	649,236	710,327	593,215	901,016	901,016	901,016
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	349,883	272,906	139,658	266,813	266,813	266,813
8030	SOCIAL SECURITY	196,043	198,997	131,616	209,049	209,049	209,049
8040	WORKERS COMPENSATION	120,281	120,220	90,165	104,446	104,446	104,446
8050	LIFE INSURANCE	1,143	1,440	767	1,464	1,464	1,464
8060	HEALTH INSURANCE	883,184	1,032,198	702,741	1,144,701	1,144,701	1,144,701
8063	DISABILITY INSURANCE	129		84			
8070	UNEMPLOYMENT INSURANCE	1,566		136			
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CHARACTER 80	SUBTOTAL	1,552,229	1,625,761	1,065,167	1,726,473	1,726,473	1,726,473
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TYPE X	SUBTOTAL	7,419,920	8,253,279	5,779,219	9,174,028	9,239,028	9,215,028
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DIVISION 11	SUBTOTAL	555,004	-172,604	1,257,283	-7,058,975	-172,604	-172,604
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DEPARTMENT 03	SUBTOTAL	555,004	-172,604	1,257,283	-7,058,975	-172,604	-172,604
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SUBFUND 301	SUBTOTAL	555,004	-172,604	1,257,283	-7,058,975	-172,604	-172,604

## 03 0148 PUBLIC WORKS/Highways/Road Machinery

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0464	OTHER LOCAL GOVERNMENTS		6,000		6,000	6,000	6,000
CHARACTER 02	SUBTOTAL		6,000		6,000	6,000	6,000
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	36,046	30,000	26,701	30,000	30,000	30,000
0191	RENTAL OF EQUIPMENT OTHER GOVTS	1,277					
CHARACTER 03	SUBTOTAL	37,323	30,000	26,701	30,000	30,000	30,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	36,797					
CHARACTER 06	SUBTOTAL	36,797					
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	4					
0217	PREMIUM & ACCRUED INT ON OBLIGATION			2,075			
0227	TRANSFER FROM GENERAL FUND	1,864,317	2,023,667	2,023,667		2,081,713	2,081,713
0232	UNUSED CAPITAL FUND	424					
0233	EARNINGS ON TEMPORARY INVESTMENTS	5					
CHARACTER 07	SUBTOTAL	1,864,750	2,023,667	2,025,742		2,081,713	2,081,713
TYPE R	SUBTOTAL	1,938,870	2,059,667	2,052,443	36,000	2,117,713	2,117,713

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :302 ROAD MACHINERY OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :11 HIGHWAY

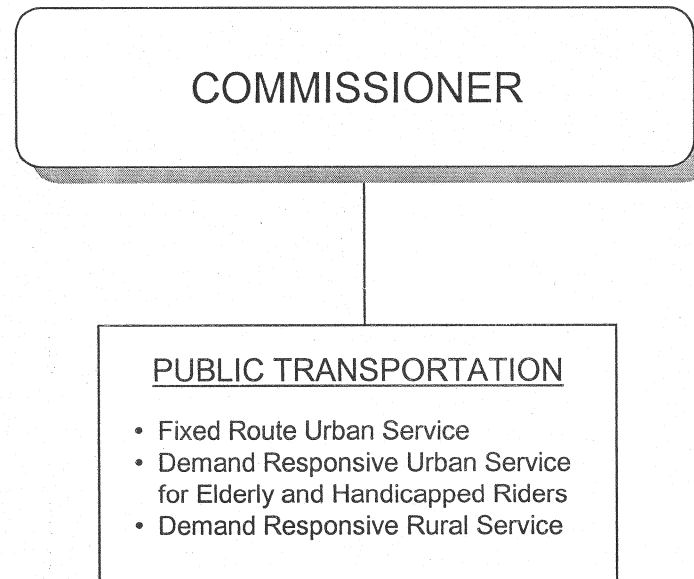
SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	598,331	609,987	362,159	577,568	620,335	620,335
1700	SALARIES OVERTIME	61,961	38,245	34,361	38,245	38,245	38,245
1900	SALARIES SHIFT DIFFERENTIAL	1,204	1,300	2,093	1,820	1,820	1,820
1910	OUT OF TITLE PAY	9,205	5,000	3,197	5,000	5,000	5,000
1930	STAND-BY PAY	10					
1940	OTHER PERSONNEL SERVICES	1,550	2,800	1,975	2,600	2,600	2,600
1960	DISCRETIONARY SALARY SAVINGS		-19,400				
CHARACTER 10 SUBTOTAL		672,261	637,932	403,785	625,233	668,000	668,000
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4306	GARAGE & SHOP OPERATIONAL SUPPLIES	22,577	9,000	19,182	20,000	20,000	20,000
4311	BOOKS AND SUBSCRIPTIONS	706	500	149	500	500	500
4319	OFFICE SUPPLIES	1,786	1,300	1,061	1,300	1,300	1,300
4323	BLDG MAINTENANCE SUPPLIES	13,721	5,000	15,528	8,000	8,000	8,000
4329	BLDG AND GROUNDS SUPPLIES	81		497			
4331	FOOD AND BEVERAGES	566					
4341	MOTOR EQUIPMENT SUPPLIES	181,353	245,000	152,237	245,000	245,000	245,000
4347	GAS OIL GREASE AND DIESEL FUEL	329,542	226,320	218,594	403,000	403,000	403,000
4348	TIRES AND TUBES	32,882	26,000	10,911	26,000	26,000	26,000
4349	MISC OPERATIONAL SUPPLIES	435	12,000		12,000	12,000	12,000
4358	SAFETY SUPPLIES	2,900	2,700	1,483	2,700	2,700	2,700
4359	COMPUTER SOFTWARE AND SUPPLIES	1,201	750	41	750	750	750
4411	POSTAGE AND FREIGHT	132	100		100	100	100
4418	DUES AND MEMBERSHIPS		75		75	75	75
4429	BUILDING AND GROUNDS EXPENSES	6,914	1,000	1,389	1,000	1,000	1,000
4441	MOTOR EQUIP REPAIRS AND MAINT	36,113	44,000	20,523	44,000	44,000	44,000
4444	UNIFORM AND CLOTHING ALLOWANCE	3,600	3,900	1,900	3,900	3,900	3,900
4449	OTHER OPERATIONAL EXPENSES	9,495	10,000	6,232	10,000	10,000	10,000
4462	TRAVEL HOTEL AND MEALS	131	500	6	500	500	500
4463	EDUCATION AND TRAINING	1,399	500	375	500	500	500
4512	OUTSIDE RENTALS-MACHINERY	435					
4518	COPYING MACHINE RENTALS	991	825	624	825	825	825
4715	OTHER HEALTH AND MEDICAL SERVICES		990	240	990	990	990
CHARACTER 40 SUBTOTAL		646,960	590,460	450,972	781,140	781,140	781,140

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS	121,764	158,951	158,951	165,400	165,400	165,400
6001	PRINCIPAL ON BANS				40,498	40,498	40,498
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CHARACTER 60	SUBTOTAL	121,764	158,951	158,951	205,898	205,898	205,898
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	124,511	89,678	62,989	83,867	83,867	83,867
7001	INTEREST ON BANS				24,299	24,299	24,299
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CHARACTER 70	SUBTOTAL	124,511	89,678	62,989	108,166	108,166	108,166
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	80,992	68,662	32,024	61,009	65,200	65,200
8030	SOCIAL SECURITY	49,991	50,068	29,864	47,638	50,910	50,910
8040	WORKERS COMPENSATION	30,900	30,044	22,533	29,458	29,458	29,458
8050	LIFE INSURANCE	264	336	168	312	336	336
8060	HEALTH INSURANCE	167,723	199,810	127,916	197,610	208,605	208,605
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CHARACTER 80	SUBTOTAL	329,870	348,920	212,505	336,027	354,509	354,509
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TYPE X	SUBTOTAL	1,895,366	1,825,941	1,289,202	2,056,464	2,117,713	2,117,713
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DIVISION 11	SUBTOTAL	43,504	233,726	763,241	-2,020,464		
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DEPARTMENT 03	SUBTOTAL	43,504	233,726	763,241	-2,020,464		
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SUBFUND 302	SUBTOTAL	43,504	233,726	763,241	-2,020,464		

# 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 buses for this service, including 41 wheelchair accessible transit coaches, providing over 2.5 million rides annually.

The Department also provides, under contract with Southern Tier Medi Van Inc., 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 75,000 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 28,000 rides per year.

### **2008 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.

### **2008 BUDGET HIGHLIGHTS**

- Increase Federal Aid Dedicated To Operating Expenses

22 0004 PUBLIC TRANSPORTATION (Transit)		As of 9/1/2007				
<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Commissioner of Transportation	G Admin	1	1	1	1	1
Director of Transit Operations	E Admin	0	0	0	0	0
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	1	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	50	50	50	50	50
Senior Transit Mechanic	ATU	8	8	8	8	8
Transit Mechanic	ATU	1	1	1	1	1
Transit Mechanic Helper	ATU	3	3	3	3	3
Transit Service Worker	ATU	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Full-Time Positions</b>		<b>85</b>	<b>84</b>	<b>84</b>	<b>84</b>	<b>84</b>
<b><u>PART TIME</u></b>						
Senior Clerk	8 CSEA	1	1	1	1	1
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>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>
<b>TOTAL POSITIONS</b>		<b>113</b>	<b>112</b>	<b>112</b>	<b>112</b>	<b>112</b>
*Not funded						

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0048	CHARGEBACK - D S S		250,000		132,000	132,000	132,000
0093	FARES & FEES	1,119,360	1,150,000	732,368	1,150,000	1,150,000	1,150,000
0094	SUNY - OCC. CONTRACT	315,972	330,000	219,215	330,000	330,000	330,000
0095	BINGHAMTON SD CONTRACT	204,709	208,000	125,760	214,000	214,000	214,000
0097	ADVERTISING REVENUES	64,045	75,000	35,717	75,000	75,000	75,000
0127	OTHER CHARGES	354,190	530,000	241,889	530,000	530,000	530,000
0468	B C LIFT AND FARES	108,944	100,000	59,516	100,000	100,000	100,000
0469	B C COUNTRY FARES	30,281	30,000	19,105	30,000	30,000	30,000
0550	DEPRECIATION CHARGEBACK	737,591					
0559	OTHER DEPARTMENTAL CHARGEBACK	16,702		10,019			
0643	CHARGEBACK OF SERVICES PROVIDED AND	148,668		72,442			
CHARACTER 02 SUBTOTAL		3,100,462	2,673,000	1,516,031	2,561,000	2,561,000	2,561,000
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	62,786	65,000	16,238	40,000	40,000	40,000
0196	VENDING MACHINE	876		116			
CHARACTER 03 SUBTOTAL		63,662	65,000	16,354	40,000	40,000	40,000
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0205	SALE OF SCRAP & EXCESS MATERIALS	1,292	4,500	467	4,500	4,500	4,500
0213	SALE OF EQUIPMENT	5,630					
CHARACTER 06 SUBTOTAL		6,922	4,500	467	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	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	4,801		6,173			
0217	PREMIUM & ACCRUED INT ON OBLIGATION	27,151		4,115			
0227	TRANSFER FROM GENERAL FUND	2,048,724	1,280,007	1,280,007		1,485,844	1,485,844
0229	TRANSFER FROM INSURANCE RESERVE	59,871		122,600			
0233	EARNINGS ON TEMPORARY INVESTMENTS	70,178					
0638	CAPITAL CONTRIBUTIONS	328,941					
CHARACTER 07 SUBTOTAL		2,539,666	1,280,007	1,412,895		1,485,844	1,485,844
CHARACTER :08 STATE AID							
0244	MASS TRANSIT	373,369	750,000	575,945	750,000	750,000	750,000
0245	MASS TRANSIT SUPPLEMENTAL	2,479,178	1,850,000	1,312,442	1,850,000	1,850,000	1,850,000
CHARACTER 08 SUBTOTAL		2,852,547	2,600,000	1,888,387	2,600,000	2,600,000	2,600,000
CHARACTER :09 FEDERAL AID							
0354	MASS TRANSIT	1,864,082	2,300,000		2,800,000	2,800,000	2,800,000
0355	SECTION 18	57,400	55,700		60,000	60,000	60,000
CHARACTER 09 SUBTOTAL		1,921,482	2,355,700		2,860,000	2,860,000	2,860,000
TYPE R SUBTOTAL		10,484,741	8,978,207	4,834,134	8,065,500	9,551,344	9,551,344

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	3,585,878	3,517,988	1,731,022	3,574,160	3,574,160	3,574,160
1500	SALARIES PART-TIME	714,478	853,915	484,508	805,736	805,736	805,736
1600	SALARIES TEMPORARY	125,760	19,670	105,318	21,588	21,588	21,588
1700	SALARIES OVERTIME	57,524	40,257	61,349	30,413	30,413	30,413
1900	SALARIES SHIFT DIFFERENTIAL	10,288	6,264	9,913	8,352	8,352	8,352
1960	DISCRETIONARY SALARY SAVINGS		-133,143		-153,937	-153,937	-153,937
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	4,493,928	4,304,951	2,392,110	4,286,312	4,286,312	4,286,312
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	327	200	266	200	200	200
4318	DUPLICATING AND PRINTING RM SUPPLIE		1,200	657	1,200	1,200	1,200
4319	OFFICE SUPPLIES	-3,835	4,000	3,952	4,000	4,000	4,000
4321	DPW BLDG SERVICE SUPPLIES	15	3,000	427	3,000	1,000	1,000
4323	BLDG MAINTENANCE SUPPLIES	1,009	3,000	980	3,000	1,000	1,000
4326	FUEL AND HEATING SUPPLIES	34,416	50,000	26,919	51,500	51,500	51,500
4329	BLDG AND GROUNDS SUPPLIES	11,225	10,000	9,326	10,000	10,000	10,000
4341	MOTOR EQUIPMENT SUPPLIES	463,272	325,000	310,523	425,000	375,000	375,000
4342	PHOTOGRAPHIC SUPPLIES	420	850		500	500	500
4346	TRAINING AND EDUCATIONAL SUPPLIES	394	10,000		5,000	5,000	5,000
4347	GAS OIL GREASE AND DIESEL FUEL	1,015,994	1,000,000	664,649	1,100,000	1,100,000	1,100,000
4348	TIRES AND TUBES	45,611	65,000	27,591	65,000	65,000	65,000
4349	MISC OPERATIONAL SUPPLIES	24,704	25,000	23,544	25,000	25,000	25,000
4356	UNIFORMS	16,522	20,000	12,221	20,000	15,000	15,000
4358	SAFETY SUPPLIES	1,231	3,000	439	3,000	3,000	3,000
4359	COMPUTER SOFTWARE AND SUPPLIES	1,744	1,000	2,233	1,000	1,000	1,000
4411	POSTAGE AND FREIGHT	1,051	1,000	315	1,000	1,000	1,000
4418	DUES AND MEMBERSHIPS	2,200	2,000	2,125	2,000	2,000	2,000
4419	GENERAL OFFICE EXPENSES	1,756	3,000	1,990	3,000	1,500	1,500
4423	BLDG GROUNDS AND EQUIP REPAIR	393	15,800	6,616	15,800	8,000	8,000
4425	WATER AND SEWAGE CHARGES	3,281	5,000	2,295	5,000	4,000	4,000
4427	ELECTRIC CURRENT	44,345	51,650	27,624	53,200	53,200	53,200
4428	TAXES	493	600	493	600	600	600
4429	BUILDING AND GROUNDS EXPENSES	5,697	10,000	3,356	10,000	7,000	7,000
4432	LAUNDRY AND DRY CLEANING EXPENSES	2,672	8,500	1,592	8,500	5,000	5,000
4441	MOTOR EQUIP REPAIRS AND MAINT	11,636	25,000	25,388	35,000	28,000	28,000
4447	OPERATIONAL EQUIPMENT REPAIRS	1,172	1,000		1,000	1,000	1,000
4448	ADVERTISING AND PROMOTION EXPENSES	475	4,500	475	4,500	4,500	4,500
4449	OTHER OPERATIONAL EXPENSES	25,960	20,100	11,652	10,000	10,000	10,000
4454	DIAL-A-BUS-HANDICAPPED	687,566	745,000	492,255	860,000	860,000	860,000
4458	OTHER PROGRAM EXPENSE		8,000		8,000	8,000	8,000

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4461	MILEAGE AND PARKING-LOCAL		50		50	50	50
4462	TRAVEL HOTEL AND MEALS	4,241	2,000	2,517	2,000	2,000	2,000
4463	EDUCATION AND TRAINING	1,098	4,000	1,193	4,000	4,000	4,000
4464	MANAGEMENT TRAINING PROGRAM			12			
4513	SOFTWARE MAINTENANCE	10,980	12,000	22,365	28,000	15,000	15,000
4520	PROPERTY LOSS	7,636		8,955			
4523	INSURANCE CLAIMS	32,143		110,110			
4701	MEDICAL AND PHYSICAL EXAMS		6,000		6,000	2,000	2,000
4725	OTHER FINANCIAL SERVICES	286					
CHARACTER 40 SUBTOTAL		2,458,130	2,446,450	1,805,055	2,775,050	2,675,250	2,675,250
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	142,000					
4602	INSURANCE PREMIUM CHARGEBACK	428,752	419,352	314,514	364,469	364,469	364,469
4604	DPW SECURITY CHARGEBACKS	28,044	32,000	16,006	34,466	34,466	34,466
4614	OTHER CHARGEBACK EXPENSES		2,000		2,000	2,000	2,000
4619	BUILDING SERVICE CHARGEBACK	7,198	20,000	3,704	5,000	5,000	5,000
CHARACTER 41 SUBTOTAL		605,994	473,352	334,224	405,935	405,935	405,935
CHARACTER :42	DEPRECIATION						
4801	DEPRECIATION - BUILDINGS	94,455					
4803	DEPRECIATION - IMPROV O/T BLDGS	24,300					
4804	DEPRECIATION - MOTOR VEHICLES	567,347					
4805	DEPRECIATION - MACHINERY & EQUIP	148,526					
CHARACTER 42 SUBTOTAL		834,628					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS		9,972		10,395	10,395	10,395
6001	PRINCIPAL ON BANS		166,033		41,551	41,551	41,551
CHARACTER 60 SUBTOTAL			176,005		51,946	51,946	51,946
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	5,451	5,194	1,783	4,830	4,830	4,830
7001	INTEREST ON BANS	15,050	129,723	38,384	48,199	48,199	48,199
7005	INTEREST ON CAPITAL LEASE	44					
CHARACTER 70 SUBTOTAL		20,545	134,917	40,167	53,029	53,029	53,029
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	447,208	431,028	208,257	408,179	408,179	408,179
8030	SOCIAL SECURITY	334,903	338,941	175,168	338,726	338,726	338,726
8040	WORKERS COMPENSATION	283,710	327,895	245,921	306,477	306,477	306,477
8041	WORKERS COMP LT LIABILITY	-25,709					
8050	LIFE INSURANCE	2,041	2,688	1,353	2,664	2,664	2,664
8060	HEALTH INSURANCE	1,035,644	1,190,180	820,375	1,345,911	1,345,911	1,345,911
8063	DISABILITY INSURANCE	1,640	1,800	1,117	1,800	1,800	1,800
8070	UNEMPLOYMENT INSURANCE	2,119					
CHARACTER 80 SUBTOTAL		2,081,556	2,292,532	1,452,191	2,403,757	2,403,757	2,403,757

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND		250,000		132,000	132,000	132,000
CHARACTER 90	SUBTOTAL		250,000		132,000	132,000	132,000
TYPE X	SUBTOTAL	10,494,781	10,078,207	6,023,747	10,108,029	10,008,229	10,008,229
DEPARTMENT 22	SUBTOTAL	-10,040	-1,100,000	-1,189,613	-2,042,529	-456,885	-456,885
SUBFUND 203	SUBTOTAL	-10,040	-1,100,000	-1,189,613	-2,042,529	-456,885	-456,885

## **ECONOMIC ASSISTANCE AND OPPORTUNITY**

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
Office for Aging	354
Community Alternative Systems Agency (CASA)	360
Social Services	
Central Administration	366
Administrative Services	375
Support Services	379
Certification	386
Services	392
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Veterans Services	401

# AGING (OFA)



## 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).

### 2008 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.

### 2008 BUDGET HIGHLIGHTS

- The continuing budget allows us to continue services at current levels. We continue to experience growth in the numbers of persons inquiring about in-home services. Increased state funding has helped us to respond.
- Additional state revenues for home delivered meals and transportation will fund some increased costs for services and staff.

## 76 0017 AGING, OFFICE FOR THE (OFA)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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
Stenographic Secretary	13 CSEA	1	1	1	1	1
Aging Services Representative	11 CSEA	2	1	1	1	1
Caseworker	16 CSEA	0	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><u>PART TIME</u></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	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0017	MORTGAGE TAX	1,626,394	1,625,000	937,333	1,625,000	1,625,000	1,625,000
0474	OFA CHARGEBACKS 1-3	47,119	33,946	20,112	44,931	44,931	44,931
		-----	-----	-----	-----	-----	-----
CHARACTER 02 SUBTOTAL		1,673,513	1,658,946	957,445	1,669,931	1,669,931	1,669,931
CHARACTER :07 MISC/INTERFUND REVENUES							
0626	UNUSED GRANT	-----	-----	666	-----	-----	-----
CHARACTER 07 SUBTOTAL		-----	-----	666	-----	-----	-----
TYPE R SUBTOTAL		1,673,513	1,658,946	958,111	1,669,931	1,669,931	1,669,931
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	346,086	371,735	231,167	383,294	383,294	383,294
1500	SALARIES PART-TIME	16,967	16,845	11,241	17,399	17,399	17,399
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		363,053	388,580	242,408	400,693	400,693	400,693
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	726	564	508	509	509	509
4319	OFFICE SUPPLIES	5,231	5,172	2,361	5,235	5,235	5,235
4323	BLDG MAINTENANCE SUPPLIES		350	165	350	350	350
4326	FUEL AND HEATING SUPPLIES	15,248	16,700	12,422	18,075	18,075	18,075
4329	BLDG AND GROUNDS SUPPLIES	833	650		650	650	650
4332	KITCHEN AND DINING ROOM SUPPLIES	158	350		350	350	350
4349	MISC OPERATIONAL SUPPLIES	913	1,530	667	1,230	1,230	1,230
4359	COMPUTER SOFTWARE AND SUPPLIES	256					
4411	POSTAGE AND FREIGHT	20	125	50	125	125	125
4412	TELEPHONE	3,513	3,550	2,184	3,565	3,565	3,565
4418	DUES AND MEMBERSHIPS	1,501	1,380	1,593	1,571	1,571	1,571
4419	GENERAL OFFICE EXPENSES	2,255	2,260	2,786	2,257	2,257	2,257
4425	WATER AND SEWAGE CHARGES	1,019	825	422	1,050	1,050	1,050
4427	ELECTRIC CURRENT	23,594	30,500	13,981	29,485	29,485	29,485
4429	BUILDING AND GROUNDS EXPENSES	18,454	24,605	15,492	25,421	25,421	25,421
4448	ADVERTISING AND PROMOTION EXPENSES	17	300	10	300	300	300
4449	OTHER OPERATIONAL EXPENSES	2,817	1,757	556	1,657	1,657	1,657

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:76 OFFICE FOR THE AGING

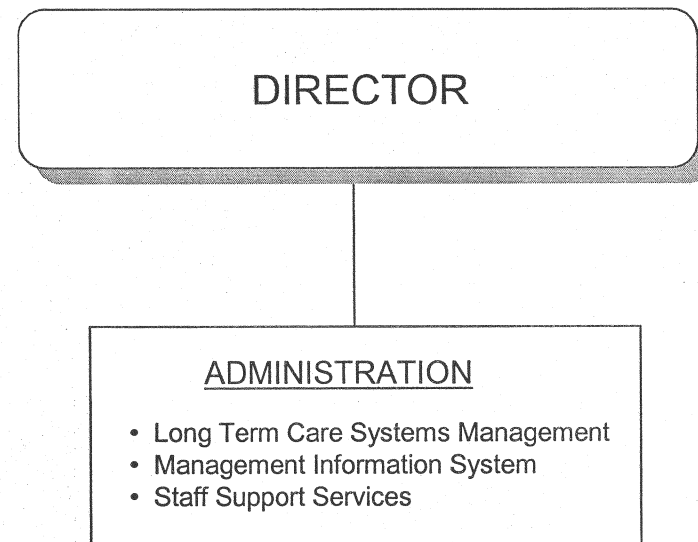
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4461	MILEAGE AND PARKING-LOCAL	72	801	60	825	825	825
4462	TRAVEL HOTEL AND MEALS	226	1,081	734	1,090	1,090	1,090
4463	EDUCATION AND TRAINING		410	115	410	410	410
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	195					
4466	ADVISORY BD/TRUSTEES EXPENSES	314	300	300	300	300	300
4518	COPYING MACHINE RENTALS	804	2,668	1,757	2,668	2,668	2,668
CHARACTER 40	SUBTOTAL	78,166	95,878	56,163	97,123	97,123	97,123
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	14,411	12,479	9,359	10,648	10,648	10,648
CHARACTER 41	SUBTOTAL	14,411	12,479	9,359	10,648	10,648	10,648
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,504					
CHARACTER 60	SUBTOTAL	1,504					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	224					
CHARACTER 70	SUBTOTAL	224					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:76 OFFICE FOR THE AGING

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	46,225	40,767	18,935	39,268	39,268	39,268
8030	SOCIAL SECURITY	25,830	29,727	17,276	30,653	30,653	30,653
8040	WORKERS COMPENSATION	3,400	19,878	7,054	3,731	3,731	3,731
8050	LIFE INSURANCE	184	240	123	240	240	240
8060	HEALTH INSURANCE	202,583	237,596	162,914	300,344	300,344	300,344
8063	DISABILITY INSURANCE	848	840	560	840	840	840
8070	UNEMPLOYMENT INSURANCE	867					
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	279,937	329,048	206,862	375,076	375,076	375,076
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	988,988	1,140,110	1,140,110	1,157,787	1,157,787	1,157,787
		-----	-----	-----	-----	-----	-----
CHARACTER 90	SUBTOTAL	988,988	1,140,110	1,140,110	1,157,787	1,157,787	1,157,787
CHARACTER :91	UNUSED RESIDUAL EQUITY						
9601	UNUSED RESIDUAL EQUITY			2,967			
		-----	-----	-----	-----	-----	-----
CHARACTER 91	SUBTOTAL			2,967			
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	1,726,283	1,966,095	1,657,869	2,041,327	2,041,327	2,041,327
		-----	-----	-----	-----	-----	-----
DEPARTMENT 76	SUBTOTAL	-52,770	-307,149	-699,758	-371,396	-371,396	-371,396

# 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.

**CASA assesses clients and authorizes Medicaid payment for the following programs:**

**Personal Care Program**, (includes Personal Care, Shared Aide and Consumer Directed Care), **Long Term Home Health Care Program**, **Private Duty Nursing**, **Family Homes for the Elderly**, **Medical Day Care**, **Assisted Living Program**, **Personal Emergency Response System**, **Care at Home**.

### 2008 OBJECTIVES

- To continue to manage the growth in the long term care population through good case management and appropriate utilization of Medicaid authorized services.

### 2008 BUDGET HIGHLIGHTS

- Broome County CASA is recognized statewide as the premiere government operated long term care program.

## 68 0033 COMMUNITY ALTERNATIVE SYSTEMS AGENCY (CASA)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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
Public Health Nurse	17 CSEA	11	12	12	12	12
Assistant Supervising Public Health Nurse	19 CSEA	0	1	1	1	1
Senior Registered Professional Nurse	16 CSEA	2	3	3	3	3
Caseworker/Trainee	16/14 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	<u>3</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
<b>Total Full-Time Positions</b>		<b>21</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b><u>PART TIME</u></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>22</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:68 COMMUNITY ALTERNATIVE SYSTEMS AGENCY

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS			65			
0048	CHARGEBACK - D S S	1,607,966	1,840,678	815,995	1,965,912	1,965,912	1,965,912
0538	HOME HEALTH CARE FEES	1,680	2,100	700	2,100	2,100	2,100
		-----	-----	-----	-----	-----	-----
CHARACTER 02 SUBTOTAL		1,609,646	1,842,778	816,760	1,968,012	1,968,012	1,968,012
		-----	-----	-----	-----	-----	-----
TYPE R SUBTOTAL		1,609,646	1,842,778	816,760	1,968,012	1,968,012	1,968,012
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	839,268	1,020,251	604,165	1,042,699	1,042,699	1,042,699
1500	SALARIES PART-TIME	21,477	21,894	13,923	22,667	22,667	22,667
1600	SALARIES TEMPORARY	4,090	200		4,000	4,000	4,000
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		864,835	1,042,345	618,088	1,069,366	1,069,366	1,069,366
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	275	442	179	442	442	442
4319	OFFICE SUPPLIES	3,542	18,992	4,398	5,929	5,929	5,929
4359	COMPUTER SOFTWARE AND SUPPLIES		26,613	8,394	1,111	1,111	1,111
4361	NURSING SUPPLIES	144	428	360	150	150	150
4411	POSTAGE AND FREIGHT	32	36		36	36	36
4418	DUES AND MEMBERSHIPS	75	95	15	95	95	95
4419	GENERAL OFFICE EXPENSES	393	970	195	970	970	970
4448	ADVERTISING AND PROMOTION EXPENSES		300	121	300	300	300
4449	OTHER OPERATIONAL EXPENSES	88	300		300	300	300
4461	MILEAGE AND PARKING-LOCAL	18,635	24,537	12,247	24,537	24,537	24,537
4462	TRAVEL HOTEL AND MEALS	1,700	3,009	768	3,009	3,009	3,009
4463	EDUCATION AND TRAINING	303	2,090	160	2,090	2,090	2,090
4518	COPYING MACHINE RENTALS	441	2,640	1,680	2,640	2,640	2,640
4726	CONTRACTED DATA PROCESSING SERV		9,700		10,200	10,200	10,200
		-----	-----	-----	-----	-----	-----
CHARACTER 40 SUBTOTAL		25,628	90,152	28,517	51,809	51,809	51,809

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:68 COMMUNITY ALTERNATIVE SYSTEMS AGENCY

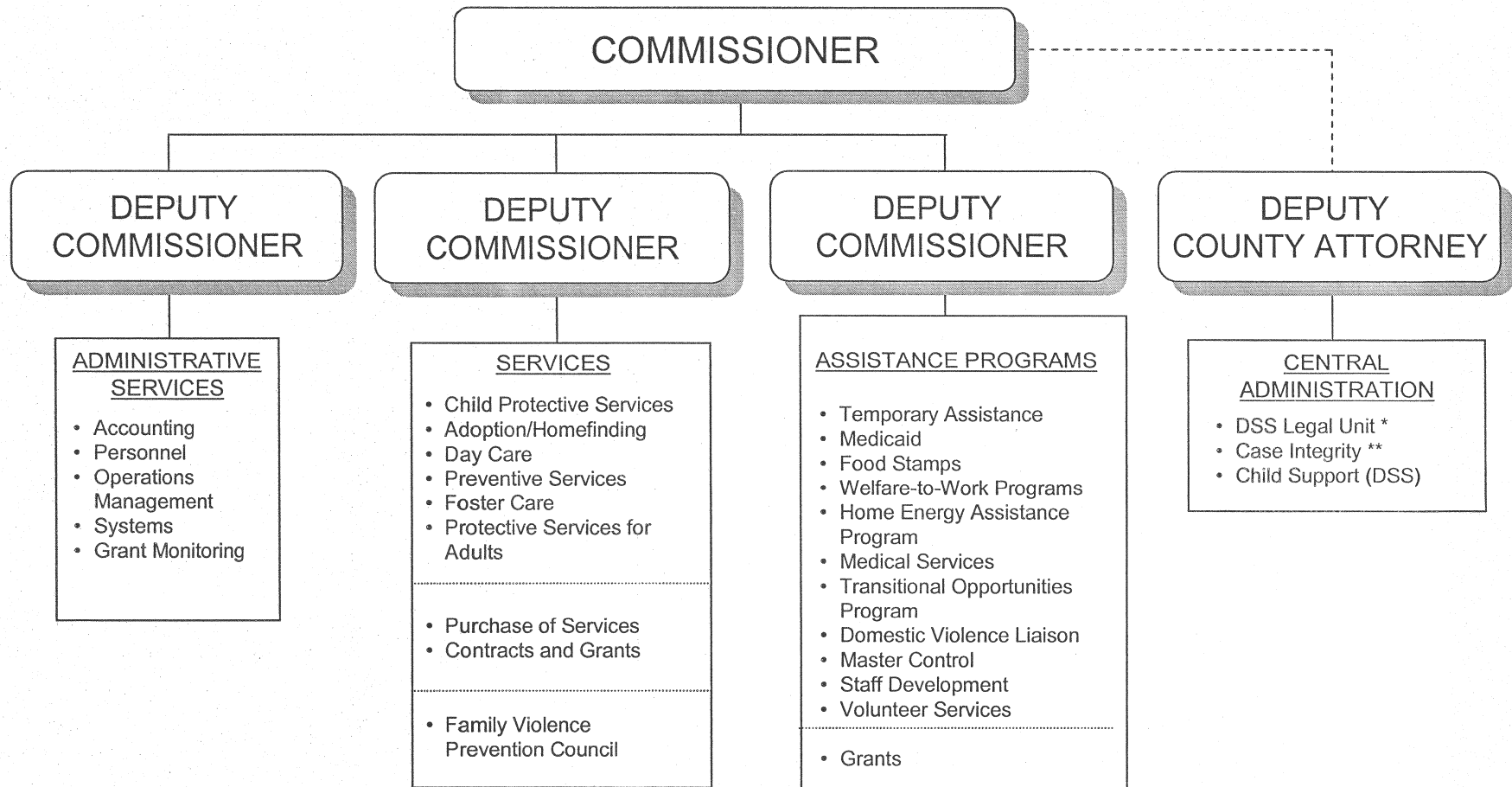
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	128,696	100,000		170,000	170,000	170,000
4602	INSURANCE PREMIUM CHARGEBACK	503	392	294	381	381	381
4605	COUNTY ATTORNEY CHARGEBACKS	310	3,000	315	8,750	8,750	8,750
4606	TELEPHONE BILLING ACCOUNT	9,797	9,863	5,413	10,189	10,189	10,189
4609	DATA PROCESSING CHARGEBACKS	47,000	49,350	24,675	50,814	50,814	50,814
4614	OTHER CHARGEBACK EXPENSES	372	747	563	655	655	655
4617	DUPLICATING/PRINTING CHARGEBACK	7,113	8,427	5,740	8,976	8,976	8,976
4618	OFFICE SUPPLIES CHARGEBACK	4,501	5,000	2,425	4,150	4,150	4,150
4619	BUILDING SERVICE CHARGEBACK		2,000	579	2,000	2,000	2,000
4621	BUILDING AND LAND RENTAL CHARGEBACK	34,230	34,230		34,230	34,230	34,230
CHARACTER 41	SUBTOTAL	232,522	213,009	40,004	290,145	290,145	290,145
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,788					
CHARACTER 60	SUBTOTAL	1,788					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	62					
CHARACTER 70	SUBTOTAL	62					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:68 COMMUNITY ALTERNATIVE SYSTEMS AGENCY

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	98,475	109,352	46,085	104,428	104,428	104,428
8030	SOCIAL SECURITY	63,365	79,735	44,725	81,516	81,516	81,516
8040	WORKERS COMPENSATION	7,018	7,767	5,825	6,995	6,995	6,995
8050	LIFE INSURANCE	419	624	302	624	624	624
8060	HEALTH INSURANCE	254,975	297,034	213,683	358,269	358,269	358,269
8063	DISABILITY INSURANCE	2,406	2,760	1,751	2,760	2,760	2,760
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	426,658	497,272	312,371	554,592	554,592	554,592
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	1,551,493	1,842,778	998,980	1,965,912	1,965,912	1,965,912
		-----	-----	-----	-----	-----	-----
DEPARTMENT 68	SUBTOTAL	58,153		-182,220	2,100	2,100	2,100

# 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 is 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 voting members of the Council and an additional group of volunteers that also are members to the nine 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 for out of county and local travel. Tracks and maximizes fleet operations. Conditions are monitored for safety, security and cleanliness. Facility projects are coordinated with the Landlord, DPW and vendors.

**2008 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 MANAGEMENT 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 nine standing committees focuses on these functions.

### **Operations**

- Coordinate installation of carpet replacement throughout the entire facility as required.
- Continue to maximize the high level of fleet usage
- Continue to purge and destroy old documents and make space for high-density filing systems.

## **2008 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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><u>PART TIME</u></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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	44,220	37,052	25,723	58,835	58,835	58,835
0132	REPAYMENTS OF TANF	991,529	1,098,239	907,789	1,235,249	1,235,249	1,235,249
0549	CHARGEBACK TO GRANTS	367,049	273,323	207,203	351,793	351,793	351,793
0559	OTHER DEPARTMENTAL CHARGEBACK	32,627	45,855	14,820	32,448	32,448	32,448
0814	CSE PLACEMENTS	34,358	40,500	11,649	43,911	43,911	43,911
CHARACTER 02 SUBTOTAL		1,469,783	1,494,969	1,167,184	1,722,236	1,722,236	1,722,236
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	2,650		8,947	17,458	17,458	17,458
0197	COMMISSIONS	4,041	3,173	4,570	7,699	7,699	7,699
CHARACTER 03 SUBTOTAL		6,691	3,173	13,517	25,157	25,157	25,157
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	626					
0220	UNCLASSIFIED REVENUES	26,342	23,842	14,366	16,033	16,033	16,033
0229	TRANSFER FROM INSURANCE RESERVE	6,846		4,008			
CHARACTER 07 SUBTOTAL		33,814	23,842	18,374	16,033	16,033	16,033

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :08 STATE AID							
0306	TANF			117			
0308	SOCIAL SERVICES ADMINISTRATION	9,965,639	9,163,148	4,596,837	7,147,672	6,387,999	6,387,999
		-----	-----	-----	-----	-----	-----
CHARACTER 08 SUBTOTAL		9,965,639	9,163,148	4,596,954	7,147,672	6,387,999	6,387,999
CHARACTER :09 FEDERAL AID							
0390	MEDICAL ASSISTANCE	9,938					
0392	SOCIAL SERVICES ADMINISTRATION	9,401,036	10,599,093	6,772,929	7,659,235	8,517,924	8,517,924
0393	A 87 FEDERAL REVENUE	161,401	185,222	155,587	308,809	308,809	308,809
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CHARACTER 09 SUBTOTAL		9,572,375	10,784,315	6,928,516	7,968,044	8,826,733	8,826,733
		-----	-----	-----	-----	-----	-----
TYPE R SUBTOTAL		21,048,302	21,469,447	12,724,545	16,879,142	16,978,158	16,978,158
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	440,207	450,779	287,305	462,237	462,237	462,237
1500	SALARIES PART-TIME	14,285	14,653	9,284	15,337	15,337	15,337
1940	OTHER PERSONNEL SERVICES	200	250	250	250	250	250
1960	DISCRETIONARY SALARY SAVINGS		-13,970				
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		454,692	451,712	296,839	477,824	477,824	477,824

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	2,189	2,603	1,269	2,603	2,603	2,603
4319	OFFICE SUPPLIES	20,636	21,015	8,324	21,015	21,015	21,015
4321	DPW BLDG SERVICE SUPPLIES		600		600	600	600
4326	FUEL AND HEATING SUPPLIES	30,125	40,010	15,098	42,618	42,618	42,618
4329	BLDG AND GROUNDS SUPPLIES	8,277	14,938	6,952	14,938	14,938	14,938
4341	MOTOR EQUIPMENT SUPPLIES		200		200	200	200
4346	TRAINING AND EDUCATIONAL SUPPLIES	1,258	1,500	932	1,500	1,500	1,500
4347	GAS OIL GREASE AND DIESEL FUEL	6,137	5,500	2,905	5,500	5,500	5,500
4358	SAFETY SUPPLIES		410	115	410	410	410
4359	COMPUTER SOFTWARE AND SUPPLIES	7,420	17,000		8,000	8,000	8,000
4411	POSTAGE AND FREIGHT	150	250	129	250	250	250
4412	TELEPHONE	314	2,000	137	2,000	2,000	2,000
4418	DUES AND MEMBERSHIPS	4,724	4,553	885	5,196	5,196	5,196
4419	GENERAL OFFICE EXPENSES	4,074	9,500	4,095	9,500	9,500	9,500
4422	BUILDING AND LAND RENTAL	-62,417	674,270	505,702	696,941	696,941	696,941
4427	ELECTRIC CURRENT	116,839	115,500	79,468	118,965	118,965	118,965
4429	BUILDING AND GROUNDS EXPENSES	74,128	88,250	55,929	88,250	88,250	88,250
4448	ADVERTISING AND PROMOTION EXPENSES	365	1,000	1,669	1,000	1,000	1,000
4449	OTHER OPERATIONAL EXPENSES	505	2,400	414	2,400	2,400	2,400
4461	MILEAGE AND PARKING-LOCAL	52	210	9	210	210	210
4462	TRAVEL HOTEL AND MEALS	1,299	3,500	1,443	3,500	3,500	3,500
4463	EDUCATION AND TRAINING	1,940	2,250	434	2,250	2,250	2,250
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	2,271	3,225	904	3,225	3,225	3,225
4466	ADVISORY BD/TRUSTEES EXPENSES	1,665	1,700	947	1,700	1,700	1,700
4469	OTHER PERSONAL EXPENSES	120	60	60	60	60	60
4513	SOFTWARE MAINTENANCE	24,982	35,600	23,475	20,000	20,000	20,000
4516	HARDWARE RENTAL	4,950	5,400	3,150	4,050	4,050	15,081
4518	COPYING MACHINE RENTALS	11,576	26,054	15,385	26,054	26,054	26,054
4520	PROPERTY LOSS	4,190		124			
4523	INSURANCE CLAIMS	2,656		3,884			
4574	EAF-FUEL		28,165		15,573	15,573	15,573
4726	CONTRACTED DATA PROCESSING SERV		1,500		1,500	1,500	1,500
4747	OTHER FEES FOR SERVICES	35,000	60,000	16,250	60,000	60,000	60,000
4764	CASH SHORT AND OVER			10			
5057	ACCORD DISPUTE RESOLUTION CENTER		11,861	11,861			11,031
5080	OPPORTUNITIES FOR BROOME		19,296	19,296			
CHARACTER 40 SUBTOTAL		305,425	1,200,320	781,255	1,160,008	1,160,008	1,182,070

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	59,621	56,399	42,299	52,481	52,481	52,481
4604	DPW SECURITY CHARGEBACKS	972,647	1,101,712	404,264	1,015,377	1,015,377	1,015,377
4605	COUNTY ATTORNEY CHARGEBACKS	786,981	918,926	189,600	975,892	975,892	975,892
4606	TELEPHONE BILLING ACCOUNT	17,730	17,438	8,686	17,603	17,603	17,603
4609	DATA PROCESSING CHARGEBACKS	293,773	309,750	154,875	319,080	319,080	319,080
4610	PERSONAL SERVICES CHARGEBACKS	1,732,072	1,980,037	866,218	91,856	167,084	167,084
4614	OTHER CHARGEBACK EXPENSES	2,665	4,908	2,586	17,002	17,002	17,002
4615	GASOLINE CHARGEBACK	39,329	35,580	9,273	43,646	43,646	43,646
4616	FLEET SERVICE CHARGEBACK	53,991	59,348	14,837	59,594	59,594	59,594
4617	DUPLICATING/PRINTING CHARGEBACK	39,030	61,548	25,066	52,807	52,807	52,807
4618	OFFICE SUPPLIES CHARGEBACK	104,409	134,067	60,954	136,238	136,238	136,238
4619	BUILDING SERVICE CHARGEBACK	1,948	5,000	3,637	3,000	3,000	3,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	48,456	315,561	23,382	200,676	200,676	200,676
4627	SINGLE AUDIT CHARGEBACK	28,074	32,629		33,836	33,836	33,836
CHARACTER 41	SUBTOTAL	4,180,726	5,032,903	1,805,677	3,019,088	3,094,316	3,094,316
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	488,561					
CHARACTER 60	SUBTOTAL	488,561					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	265,745					
CHARACTER 70	SUBTOTAL	265,745					

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	65,394	48,830	22,037	46,802	46,802	46,802
8030	SOCIAL SECURITY	33,224	35,349	21,895	36,279	36,279	36,279
8040	WORKERS COMPENSATION	8,727	9,088	2,534	3,699	3,699	3,699
8050	LIFE INSURANCE	211	264	141	264	264	264
8060	HEALTH INSURANCE	165,160	180,292	123,940	197,997	197,997	197,997
8063	DISABILITY INSURANCE	1,031	960	674	960	960	960
CHARACTER 80 SUBTOTAL		273,747	274,783	171,221	286,001	286,001	286,001
TYPE X SUBTOTAL		5,968,896	6,959,718	3,054,992	4,942,921	5,018,149	5,029,180
DIVISION 67 SUBTOTAL		15,079,406	14,509,729	9,669,553	11,936,221	11,960,009	11,948,978

## **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.

#### **2008 OBJECTIVES**

- Prepare a budget that will meet the needs of our customers 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.

#### **2008 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 focused on a monthly basis.
- Documenting 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	3	3	3	3
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	0	1	1	1	1
<b>Total Full-Time Positions</b>		<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</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>24</b>	<b>24</b>	<b>24</b>	<b>24</b>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	677,276	786,173	457,436	811,122	811,122	811,122
1600	SALARIES TEMPORARY				3,090	3,090	3,090
1700	SALARIES OVERTIME	1,464	3,090	398			
1960	DISCRETIONARY SALARY SAVINGS		-23,948				
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	678,740	765,315	457,834	814,212	814,212	814,212
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	6,025	7,910	4,920	7,910	7,910	7,910
4359	COMPUTER SOFTWARE AND SUPPLIES	1,077	700	139	700	700	700
4419	GENERAL OFFICE EXPENSES	420	600	85	600	600	600
4461	MILEAGE AND PARKING-LOCAL	113					
4462	TRAVEL HOTEL AND MEALS	2,446	3,000	1,878	3,000	3,000	3,000
4463	EDUCATION AND TRAINING	3,264	3,975	385	3,975	3,975	3,975
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	13,345	16,185	7,407	16,185	16,185	16,185
CHARACTER :41	CHARGEBACK EXPENSES						
4606	TELEPHONE BILLING ACCOUNT	12,322	12,394	6,142	12,422	12,422	12,422
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	12,322	12,394	6,142	12,422	12,422	12,422

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	91,090	82,799	33,526	79,793	79,793	79,793
8030	SOCIAL SECURITY	49,790	60,379	33,589	62,287	62,287	62,287
8040	WORKERS COMPENSATION	5,209	5,666	4,437	6,490	6,490	6,490
8050	LIFE INSURANCE	402	576	288	576	576	576
8060	HEALTH INSURANCE	336,825	397,909	253,269	424,143	424,143	424,143
8063	DISABILITY INSURANCE	2,390	2,520	1,741	2,520	2,520	2,520
8070	UNEMPLOYMENT INSURANCE	2,415					
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	488,121	549,849	326,850	575,809	575,809	575,809
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	1,192,528	1,343,743	798,233	1,418,628	1,418,628	1,418,628
		-----	-----	-----	-----	-----	-----
DIVISION 68	SUBTOTAL	-1,192,528	-1,343,743	-798,233	-1,418,628	-1,418,628	-1,418,628

## **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 Part 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 effect 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 case folders for incoming clients, assigns case numbers and locates case files for all Assistance Program Divisions.

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 closed Public Assistance, Non-Public Assistance Food Stamps, and Medicaid cases, and ancillary files for Public Assistance and Non-Public Assistance Food Stamps. 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 Expedite Food Stamps, Public Assistance, and Medicaid applicants.

#### **Quality Assurance Unit**

Conducts a variety of audits ranging from Social Security Number validations/corrections to interstate Matches – the Public Assistance Recipient Information System (PARIS) and the Quarterly Electronic Benefit Transfer (QBET) 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 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, Revocation of Driving privileges.

#### **2008 OBJECTIVES**

##### **Master Control**

- 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.

##### **Child Support Enforcement Unit (CSEU)/Support Collection Unit (SCU)**

- To be in compliance with Federal and State Performance measures. Performance objectives to be satisfied by intensive case review of 2500-3000 cases targeted by the New York State Division of Child Support Enforcement for support establishment. Paternity establishment and issuance of court orders on cases requiring Third Party Health insurance and Day Care expenses. Additional objectives to be accomplished by initiation of case closure process for eligible cases.

### **Medical Services**

- Maintain operations of the Mandatory Medicaid Managed Care Program that allows for increased access to primary care services for the TANF and Safety Net populations.
- 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.

## **2008 BUDGET HIGHLIGHTS**

### **Master Control**

- Provide case 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, 2008 targeted enrollment for Broome's Medicaid Managed Care Program: 17,800 mandatory enrollees, pending plan capacity.
- By December 31, 2008 targeted enrollment for Family Health Plus: 3,000.
- 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 11,034 authorizations per month.
- Perform 169,459 transactions per month.

## 67 0034 SOCIAL SERVICES/Support Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
Director of Medical Services	24 BAPA	1	1	0	0	0
Welfare Management Systems Coordinator	20 BAPA	1	1	1	1	1
Coordinator of Child Support Enforcement	20 BAPA	0	1	1	1	1
Coordinator of Child Support Enforcement	18 BAPA	1	0	0	0	0
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
Disability Review Coordinator	18 CSEA	1	1	0	0	0
Senior Caseworker	18 CSEA	1	1	0	0	0
Caseworker/Trainee	16/14 CSEA	1	1	0	0	0
Senior Support Investigator	16 CSEA	1	1	1	1	1
Assistant Support Collection Supervisor	13 CSEA	1	1	1	1	1
Senior Social Services Examiner	13 CSEA	3	3	0	0	0
Family Courts Liaison	12 CSEA	0	2	2	2	2
Social Services Examiner	11 CSEA	3	4	1	1	1
Support Investigator	11 CSEA	10	10	10	10	10
Program Assistant	10 CSEA	0	1	0	0	0
Child Support Specialist	9 CSEA	5	5	5	5	5
Senior Account Clerk	9 CSEA	2	2	2	2	2
Community Service Worker	8 CSEA	1	1	0	0	0
Data Entry Machine Operator	8 CSEA	5	5	5	5	5
Keyboard Specialist	8 CSEA	5	5	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	3	3	1	1	1
<b>Total Full-Time Positions</b>		<b>53</b>	<b>57</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>54</b>	<b>58</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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	510					
CHARACTER 07	SUBTOTAL	510					
TYPE R	SUBTOTAL	510					
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,713,841	1,851,045	1,123,184	1,344,967	1,344,967	1,344,967
1500	SALARIES PART-TIME	41,090	42,468	27,164	43,555	43,555	43,555
1700	SALARIES OVERTIME	15,723	24,840	14,180	24,430	24,430	24,430
1910	OUT OF TITLE PAY	19					
1960	DISCRETIONARY SALARY SAVINGS		-57,551				
CHARACTER 10	SUBTOTAL	1,770,673	1,860,802	1,164,528	1,412,952	1,412,952	1,412,952
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	31,980	32,000	31,680	32,000	32,000	32,000
4359	COMPUTER SOFTWARE AND SUPPLIES	34,942	34,980	2,839	34,980	34,980	34,980
4411	POSTAGE AND FREIGHT	868	900	868	900	900	900
4419	GENERAL OFFICE EXPENSES	79	200		200	200	200
4462	TRAVEL HOTEL AND MEALS	1,169	2,000	1,260	2,000	2,000	2,000
4463	EDUCATION AND TRAINING	127	650	258	650	650	650
4469	OTHER PERSONAL EXPENSES	120	131	72	131	131	131
4518	COPYING MACHINE RENTALS	3,238	6,901	4,284	6,901	6,901	6,901
4703	LAB SERVICES	23,324	28,000	13,450	28,000	28,000	28,000
CHARACTER 40	SUBTOTAL	95,847	105,762	54,711	105,762	105,762	105,762

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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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4606	TELEPHONE BILLING ACCOUNT	23,208	23,296	11,014	22,614	22,614	22,614
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	23,208	23,296	11,014	22,614	22,614	22,614
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	3,190					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	3,190					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	263					
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CHARACTER 70	SUBTOTAL	263					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	191,238	201,249	87,613	138,469	138,469	138,469
8030	SOCIAL SECURITY	130,178	146,757	85,079	108,091	108,091	108,091
8040	WORKERS COMPENSATION	12,183	12,081	10,546	15,318	15,318	15,318
8050	LIFE INSURANCE	1,064	1,392	713	1,008	1,008	1,008
8060	HEALTH INSURANCE	480,967	551,530	366,831	526,965	531,413	531,413
8063	DISABILITY INSURANCE	6,190	6,120	4,151	4,320	6,120	6,120
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	821,820	919,129	554,933	794,171	800,419	800,419

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9013	TRANSFER TO INTERNAL SERVICES	35,000					
CHARACTER 90	SUBTOTAL	35,000					
TYPE X	SUBTOTAL	2,750,001	2,908,989	1,785,186	2,335,499	2,341,747	2,341,747
DIVISION 69	SUBTOTAL	-2,749,491	-2,908,989	-1,785,186	-2,335,499	-2,341,747	-2,341,747

## **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 Social Services 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 comply with additional program requirements mandated by New York State such as Automated Finger Imaging, Electronic Benefit Transfer and the 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 department's Welfare to Work program also includes the Food Stamp Employment and Training Program.

#### **Child Assistance Program (CAP)/Transitional Opportunities Program (TOP)**

To enable participants to achieve self-sufficiency and graduate from welfare dependency possessing the skills and abilities needed to sustain continuing independence from the welfare system within 12-18 months of entering the program. Service is provided in an environment that totally supports employment and maintains the concept that cash assistance is a transitional benefit. Staff markets the obligations of employment, job advancement, and job retention. Together, as a team, the participant and the case manager work together to set meaningful goals that will ultimately lead to a lifetime of self-sufficiency.

### **2008 OJECTIVES**

#### **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.

- Increase participation in the TOP program by streamlining processes between Temporary Assistance and TOP caseloads.

#### **Medical Assistance**

- Defray costs by maximizing other health care alternatives such as third party insurance, managed care, Medicare, and community clinics.
- Restructure division to accommodate an expanding caseload utilizing screening techniques, which enhance client access to the Medicaid program.
- Continue public relations campaign with community providers.

#### **Food Stamps**

- Assist clients in moving towards self-sufficiency by appropriate referral to other services or programs such as intervention services, daycare, Welfare to Work, child support and other income sources.
- Maintain program integrity and statutory timeframes for case determination.
- Ensure compliance with all applicable regulatory requirements.

#### **Welfare to Work**

- Maintain workfare program 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 to coordinate Welfare to Work activities.

#### **Child Assistance Program (CAP)/Transitional Opportunities Program (TOP)**

- Case management services will be delivered in a professional, positive, supportive manner promoting the ideals of the program; personal responsibility, employment and self-sufficiency.

- Monitor the participant's progress to ensure a successful transition into self-sufficiency within 12-18 months of entering the program.
- Case managers will coordinate the delivery of transitional and supportive services to CAP graduates to facilitate and maintain economic, self-sufficiency and social stability.

### **2008 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**

- Meet and surpass the monthly mandatory 50% Federal Welfare to Work activity enrollment participation rate for Family Assistance employable recipients.
- Meet the 90% mandatory State Workfare activity enrollment participation rate for Safety net employable recipients.
- Enable 800 recipients to secure employment.

**CAP**

- Screen 100% of all newly employed Family Assistance cases for CAP eligibility.
- Transition 60% of CAP cases off assistance within 12-18 months of entering program.
- To maintain less than 20% recidivism rate for CAP graduates.
- Screen 100% of all cases entering the program for potential 3<sup>rd</sup> Party Health Insurance coverage to help defray Medicaid costs.

## 67 0042 SOCIAL SERVICES/Certification

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	11	11	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	25	25	16	16	16
Social Services Examiner	11 CSEA	54	54	29	29	29
Community Services Worker	8 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	7	7	4	4	4
Senior Clerk	8 CSEA	0	0	0	0	0
Account Clerk	7 CSEA	1	1	0	0	0
Clerk	6 CSEA	5	5	2	2	2
Receptionist	6 CSEA	1	1	0	0	0
<b>Total Full-Time Positions</b>		<b>128</b>	<b>128</b>	<b>81</b>	<b>81</b>	<b>81</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>128</b>	<b>128</b>	<b>81</b>	<b>81</b>	<b>81</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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	597					
CHARACTER 07	SUBTOTAL	597					
TYPE R	SUBTOTAL	597					
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	4,255,329	4,507,583	2,845,794	3,062,186	3,062,186	3,062,186
1700	SALARIES OVERTIME	5,995	12,220	8,125	12,220	12,220	12,220
1910	OUT OF TITLE PAY	469					
1960	DISCRETIONARY SALARY SAVINGS		-135,594				
CHARACTER 10	SUBTOTAL	4,261,793	4,384,209	2,853,919	3,074,406	3,074,406	3,074,406
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	114	115		115	115	115
4319	OFFICE SUPPLIES	19,489	22,000	15,361	22,000	22,000	22,000
4329	BLDG AND GROUNDS SUPPLIES	318		276	653	653	653
4419	GENERAL OFFICE EXPENSES	3,535	6,846	4,689	6,846	6,846	6,846
4422	BUILDING AND LAND RENTAL	67,411	67,411	67,481	65,644	65,644	65,644
4429	BUILDING AND GROUNDS EXPENSES	9,465	8,291	3,715	14,376	14,376	14,376
4449	OTHER OPERATIONAL EXPENSES	30		10	20	20	20
4461	MILEAGE AND PARKING-LOCAL	1,983	2,380	976	2,380	2,380	2,380
4462	TRAVEL HOTEL AND MEALS	-41	875	1,087	875	875	875
4463	EDUCATION AND TRAINING	8	875	142	875	875	875
4701	MEDICAL AND PHYSICAL EXAMS	14,155	50,000	16,800			
4715	OTHER HEALTH AND MEDICAL SERVICES	83,182	63,000	60,129			
CHARACTER 40	SUBTOTAL	199,649	221,793	170,666	113,784	113,784	113,784

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4604	DPW SECURITY CHARGEBACKS	8,468	11,956	5,053	13,969	13,969	13,969
4606	TELEPHONE BILLING ACCOUNT	53,244	52,513	27,257	53,554	53,554	53,554
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CHARACTER 41	SUBTOTAL	61,712	64,469	32,310	67,523	67,523	67,523
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	509,506	474,177	217,448	301,291	301,291	301,291
8030	SOCIAL SECURITY	317,013	343,363	209,613	235,192	235,192	235,192
8040	WORKERS COMPENSATION	32,419	32,715	25,409	37,145	37,145	37,145
8050	LIFE INSURANCE	2,406	3,072	1,617	1,944	1,944	1,944
8060	HEALTH INSURANCE	1,172,494	1,320,886	895,862	1,060,627	1,077,767	1,077,767
8063	DISABILITY INSURANCE	15,618	14,760	10,519	9,120	9,300	9,300
8070	UNEMPLOYMENT INSURANCE	11,734		3,729			
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	2,061,190	2,188,973	1,364,197	1,645,319	1,662,639	1,662,639
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TYPE X	SUBTOTAL	6,584,344	6,859,444	4,421,092	4,901,032	4,918,352	4,918,352
		-----	-----	-----	-----	-----	-----
DIVISION 70	SUBTOTAL	-6,583,747	-6,859,444	-4,421,092	-4,901,032	-4,918,352	-4,918,352

**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.

**2008 OBJECTIVES**

- Investigate all reports of adult 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.

**2008 BUDGET HIGHLIGHTS**

- Maintain care days under 130,000 for foster care.
- Provide 1,600 substance abuse screenings for Child Welfare cases.
- POS Contractual lines kept to a minimal COLA increase.
- Investigate 2,500 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 1,800 children per month.
- Provide on call Family Services worker that includes PSA
- Add Preventive Project to provide preventive services to approximately 131 families.

## 67 0059 SOCIAL SERVICES/Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 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	12	12	12	12
Senior Caseworker	18 CSEA	21	21	21	21	21
Principal Social Services Examiner	17 CSEA	0	1	1	1	1
Caseworker/Trainee	16/14 CSEA	60	60	59	59	59
Secretary	13 CSEA	2	2	2	2	2
Social Services Examiner	11 CSEA	2	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>116</b>	<b>116</b>	<b>115</b>	<b>115</b>	<b>115</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>116</b>	<b>116</b>	<b>115</b>	<b>115</b>	<b>115</b>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	612					
CHARACTER 07 SUBTOTAL		612					
TYPE R SUBTOTAL		612					
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	4,499,917	4,786,831	2,964,942	4,851,901	4,851,901	4,851,901
1600	SALARIES TEMPORARY	37,371	73,840	9,714	73,830	73,830	73,830
1700	SALARIES OVERTIME	104,212	99,180	59,622	104,810	104,810	104,810
1930	STAND-BY PAY	14,669	14,560	10,145	14,820	14,820	14,820
1960	DISCRETIONARY SALARY SAVINGS		-149,232				
CHARACTER 10 SUBTOTAL		4,656,169	4,825,179	3,044,423	5,045,361	5,045,361	5,045,361
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4319	OFFICE SUPPLIES	15,033	16,000	7,342	16,000	16,000	16,000
4323	BLDG MAINTENANCE SUPPLIES		1,000		1,000	1,000	1,000
4341	MOTOR EQUIPMENT SUPPLIES	400	500	1,974	500	500	500
4342	PHOTOGRAPHIC SUPPLIES	1,546	1,400	161	1,400	1,400	1,400
4349	MISC OPERATIONAL SUPPLIES	449	1,050	111	1,050	1,050	1,050
4413	TELEPHONE EQUIPMENT	1,389	2,100	949	2,100	2,100	2,100
4419	GENERAL OFFICE EXPENSES	839	670	590	670	670	670
4429	BUILDING AND GROUNDS EXPENSES		670		670	670	670
4448	ADVERTISING AND PROMOTION EXPENSES	354	1,000	114	1,000	1,000	1,000
4461	MILEAGE AND PARKING-LOCAL	30,967	34,000	13,868	34,000	34,000	34,000
4462	TRAVEL HOTEL AND MEALS	9,020	13,000	7,613	13,000	13,000	13,000
4463	EDUCATION AND TRAINING	1,852	3,800	2,096	3,800	3,800	3,800
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	4,650	3,900	606	3,900	3,900	3,900
4701	MEDICAL AND PHYSICAL EXAMS	16,378	13,400	8,704	13,400	13,400	13,400
4715	OTHER HEALTH AND MEDICAL SERVICES		2,000	270	2,000	2,000	2,000
4736	LEGAL CHARGES AND FEES	11,102	28,000		28,000	28,000	28,000
CHARACTER 40 SUBTOTAL		93,979	122,490	44,398	122,490	122,490	122,490

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4606	TELEPHONE BILLING ACCOUNT	54,043	53,721	27,268	54,194	54,194	54,194
4614	OTHER CHARGEBACK EXPENSES	1,400	3,750		3,750	3,750	3,750
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	55,443	57,471	27,268	57,944	57,944	57,944
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	557,092	506,129	229,548	494,445	494,445	494,445
8030	SOCIAL SECURITY	344,293	374,657	222,927	385,970	385,970	385,970
8040	WORKERS COMPENSATION	37,064	48,613	27,883	39,128	39,128	39,128
8050	LIFE INSURANCE	2,188	2,808	1,475	2,808	2,808	2,808
8060	HEALTH INSURANCE	1,100,989	1,245,412	874,591	1,468,756	1,468,756	1,468,756
8063	DISABILITY INSURANCE	14,159	13,560	9,503	13,560	13,560	13,560
8070	UNEMPLOYMENT INSURANCE	15,755		4,751			
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	2,071,540	2,191,179	1,370,678	2,404,667	2,404,667	2,404,667
CHARACTER :90	TRANSFERS						
9013	TRANSFER TO INTERNAL SERVICES	32,500					
		-----	-----	-----	-----	-----	-----
CHARACTER 90	SUBTOTAL	32,500					
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	6,909,631	7,196,319	4,486,767	7,630,462	7,630,462	7,630,462
		-----	-----	-----	-----	-----	-----
DIVISION 71	SUBTOTAL	-6,909,019	-7,196,319	-4,486,767	-7,630,462	-7,630,462	-7,630,462

**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.

**2008 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.
- Maintain Foster Care care days to under 135,000

**2008 BUDGET HIGHLIGHTS**

- Establishment of the Medicaid Cap by NYS to contain the local cost of Medicaid
- Elimination of the Youth Advocacy Program and addition of Building Brighter Futures Program
- Combining of several NYS funding streams into the FFFS allocation

**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 18,000 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

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS			118			
0129	REPAYMENT OF MEDICAL ASSISTANCE	1,541,108	1,974,244	2,095,805	2,289,308	2,289,308	2,289,308
0132	REPAYMENTS OF TANF	91,454	93,845	60,743	94,141	94,141	94,141
0134	REPAYMENTS OF AID-CHILD CARE	483,390	493,465	431,641	570,427	570,427	570,427
0135	REPAYMENTS OF STATE TRAINING SCHOOL	1,382	3,077				
0136	REPAYMENTS OF SAFETY NET	970,955	844,253	646,452	895,527	895,527	895,527
0137	REPAYMENTS OF ADULTS	1,155					
0138	REPAYMENTS OF BURIALS	36,864	20,523	49,323	40,420	40,420	40,420
0166	MISCELLANEOUS CONTRIBUTIONS	96,250	99,137	99,139	99,137	99,137	104,094
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	3,222,558	3,528,544	3,383,221	3,988,960	3,988,960	3,993,917
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	40,322	20,763	3,545	18,737	18,737	18,737
0217	PREMIUM & ACCRUED INT ON OBLIGATION	330					
0626	UNUSED GRANT	60,716					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	101,368	20,763	3,545	18,737	18,737	18,737
CHARACTER :08	STATE AID						
0304	MEDICAL ASSISTANCE	2,197,939	136,966	-494,647	-20,566	-20,566	-20,566
0306	TANF	3,857,537	4,996,033	1,884,914	5,058,509	5,058,510	5,147,403
0316	CHILD CARE SCHOOL DISTRICTS	228,576	200,250	137,606	193,295	193,295	193,295
0317	CHILD CARE/FOSTER CARE (ADC)	4,247,558	4,536,154	3,562,342	5,340,652	5,340,652	5,340,652
0318	JUVENILE DELINQUENT	796,616	902,641	97,563	830,417	830,417	830,417
0320	SAFETY NET	3,008,222	3,183,271	1,687,615	3,538,677	3,538,677	3,538,677
0323	EMERGENCY AID TO ADULTS	27,597	31,500	20,932	40,500	40,500	40,500
0325	BURIALS	73,313	87,750	56,545	72,000	72,000	72,000
0457	STATE AID SPECIAL NEEDS	9,477	5,000	290	5,000	5,000	5,000
0460	OTHER STATE AID	8,867					
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	14,455,702	14,079,565	6,953,160	15,058,484	15,058,485	15,147,378

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :09 FEDERAL AID							
0353	FEDERAL AID - OTHER	26,602					
0390	MEDICAL ASSISTANCE	236,973	136,966	-399,941	-20,566	-20,566	-20,566
0391	TANF	5,807,045	6,229,092	4,069,746	5,115,840	5,115,840	5,115,840
0393	A 87 FEDERAL REVENUE			266			
0395	FOSTER CARE (ADC)	3,566,644	4,654,466	2,113,229	5,009,599	5,009,599	5,009,599
0396	SAFETY NET	132,532	125,208	64,085	133,200	133,200	133,200
0399	SERVICES FOR RECIPIENTS	562,421	660,719	1,753,673	602,738	602,738	602,738
0581	MSE INCENTIVE - FEDERAL	66,718	66,050	35,280	68,780	68,780	68,780
CHARACTER 09 SUBTOTAL		10,398,935	11,872,501	7,636,338	10,909,591	10,909,591	10,909,591
TYPE R SUBTOTAL		28,178,563	29,501,373	17,976,264	29,975,772	29,975,773	30,069,623
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4349	MISC OPERATIONAL SUPPLIES	9,477	5,000	2,088	5,000	5,000	5,000
4561	PURCHASE OF SERVICES	1,402,457	1,927,440	1,020,864	2,473,774	2,473,774	2,610,533
4565	JOBS - TRANS CHILD CARE	1,032,268	1,290,420	588,661	971,388	971,388	971,388
4567	MEDICAL ASSISTANCE	1,991,762	2,208,176	1,161,741	2,208,176	2,208,176	2,208,176
4568	MMIS MEDICAL ASSISTANCE	33,316,028	33,709,023	22,625,840	34,689,784	34,689,784	34,689,784
4569	SECURE DETENTION	66,461	60,000	16,225	160,000	160,000	160,000
4572	TANF	7,973,529	8,769,600	4,775,826	7,312,032	7,312,032	7,312,032
4573	EAF/TANF	7,151,314	9,185,046	5,412,893	8,820,883	8,820,883	8,820,883
4578	INST PLACEMENT SCHOOL DISTRICT	398,726	450,000	268,783	430,500	430,500	430,500
4579	FOSTER CARE HOMES/INSTITUTE-CW	1,840,585	2,024,190	1,286,993	1,925,750	1,925,750	1,925,750
4580	FOSTER CARE HOMES/INSTITUTE-ADC	7,380,463	7,688,174	5,510,396	8,234,900	8,234,900	8,234,900
4581	FOSTER CARE NS DET (HASKINS)	772,327	795,502	495,866	748,248	748,248	748,248
4582	FOSTER CARE NS DET OUT/COUNTY	293,937	415,500	65,850	224,750	224,750	224,750
4583	JD/PINS INSTITUTIONS-ADC	2,031,754	1,890,000	1,095,547	2,024,190	2,024,190	2,024,190
4584	JD CARE IN INSTITUTIONS	461,213	490,000	237,752	474,708	474,708	474,708
4585	STATE TRAINING SCHOOLS	329,308	600,000	92,551	600,000	600,000	557,091
4586	SAFETY NET	7,126,546	7,221,005	5,159,861	7,966,080	7,966,080	7,966,080
4588	EMERGENCY AID FOR ADULTS	54,765	63,000	60,669	81,000	81,000	81,000
4589	BURIALS	365,080	493,935	295,909	580,715	580,715	580,715
CHARACTER 40 SUBTOTAL		73,998,000	79,286,011	50,174,315	79,931,878	79,931,878	80,025,728

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4610	PERSONAL SERVICES CHARGEBACKS	1,502,541	1,620,386	508,349	2,220,596	2,220,596	2,220,596
4614	OTHER CHARGEBACK EXPENSES	155,200	155,000	104,400	40,000	40,000	40,000
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	1,657,741	1,775,386	612,749	2,260,596	2,260,596	2,260,596
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	86,161	86,161	86,161	86,161	86,161	86,161
9013	TRANSFER TO INTERNAL SERVICES	9,864					
		-----	-----	-----	-----	-----	-----
CHARACTER 90	SUBTOTAL	96,025	86,161	86,161	86,161	86,161	86,161
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	75,751,766	81,147,558	50,873,225	82,278,635	82,278,635	82,372,485
		-----	-----	-----	-----	-----	-----
DIVISION 72	SUBTOTAL	-47,573,203	-51,646,185	-32,896,961	-52,302,863	-52,302,862	-52,302,862

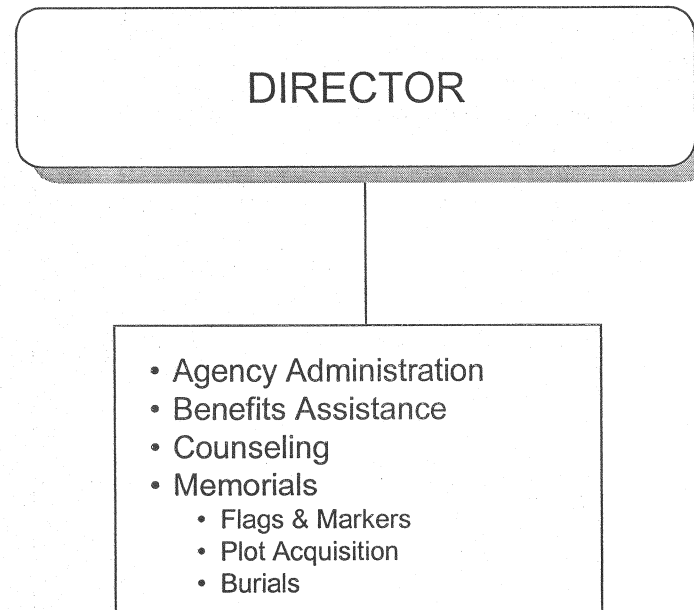
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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :73 INTERGOVERNMENTAL TRANSFERS

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4568	MMIS MEDICAL ASSISTANCE	539,033	229,938				
CHARACTER 40	SUBTOTAL	539,033	229,938				
TYPE X	SUBTOTAL	539,033	229,938				
DIVISION 73	SUBTOTAL	-539,033	-229,938				
DEPARTMENT 67	SUBTOTAL	-50,467,615	-55,674,889	-34,718,686	-56,652,263	-56,652,042	-56,663,073
SUBFUND 103	SUBTOTAL	-50,467,615	-55,674,889	-34,718,686	-56,652,263	-56,652,042	-56,663,073

# 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 18,000 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 and for 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.

### **2008 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 program for interment of bodies of honorably discharged veterans of the Armed Forces as well as family members, who have died without sufficient means to supply 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.

### **2008 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 Department of Veterans Affairs, total expenditures in 2007 was \$21,490,000. This represents Federal

direct monetary payments to veterans and dependents exempt from Federal and State tax.

This is accomplished by aggressive and competent consultative services provided to our approximately 17,000 veterans in Broome County.

In addition, in our continual effort to provide expanded services at no cost to Broome County taxpayers, this office is pleased to announce the Disabled American Veterans Transport Service is being coordinated with the assistance of this agency. The DAV transport is composed of volunteer drivers operating a shuttle service from veteran's homes to the Syracuse VA Medical Center. The vehicle, fuel, and maintenance are provided by the Syracuse VA Hospital.

## 42 0000 VETERANS' SERVICES

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
Veterans' Director	24 Admin	1	1	1	1	1
Secretary	13 CSEA	<u>1</u>	<u>1</u>	<u>1</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>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:42 VETERANS SERVICES

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0616	TRANSFER TAX	679,248	570,000	264,278	570,000	570,000	570,000
CHARACTER 02 SUBTOTAL		679,248	570,000	264,278	570,000	570,000	570,000
CHARACTER :08 STATE AID							
0328	VETERANS SERVICE AGENCIES	38,040	7,500	7,500	7,500	7,500	7,500
0906	BURIALS	25,200	23,000	5,400	25,000	25,000	25,000
CHARACTER 08 SUBTOTAL		63,240	30,500	12,900	32,500	32,500	32,500
TYPE R SUBTOTAL		742,488	600,500	277,178	602,500	602,500	602,500
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	76,745	86,274	59,040	92,617	92,617	92,617
1600	SALARIES TEMPORARY	7,076	10,572	6,350	10,000	10,000	10,000
CHARACTER 10 SUBTOTAL		83,821	96,846	65,390	102,617	102,617	102,617
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	214	300		300	300	300
4319	OFFICE SUPPLIES	1,152	1,000	344	1,000	1,000	1,000
4359	COMPUTER SOFTWARE AND SUPPLIES	775	600		600	600	600
4418	DUES AND MEMBERSHIPS	140	190	140	190	190	190
4419	GENERAL OFFICE EXPENSES	2,311	1,500	1,270	1,500	1,500	1,500
4458	OTHER PROGRAM EXPENSE	17,950	19,000	15,631	19,000	19,000	19,000
4461	MILEAGE AND PARKING-LOCAL	17	50		50	50	50
4462	TRAVEL HOTEL AND MEALS	971	3,000	927	3,000	3,000	3,000
4463	EDUCATION AND TRAINING	500	500	100	500	500	500
4589	BURIALS	141,518	140,000	111,574	140,000	140,000	140,000
CHARACTER 40 SUBTOTAL		165,548	166,140	129,986	166,140	166,140	166,140

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

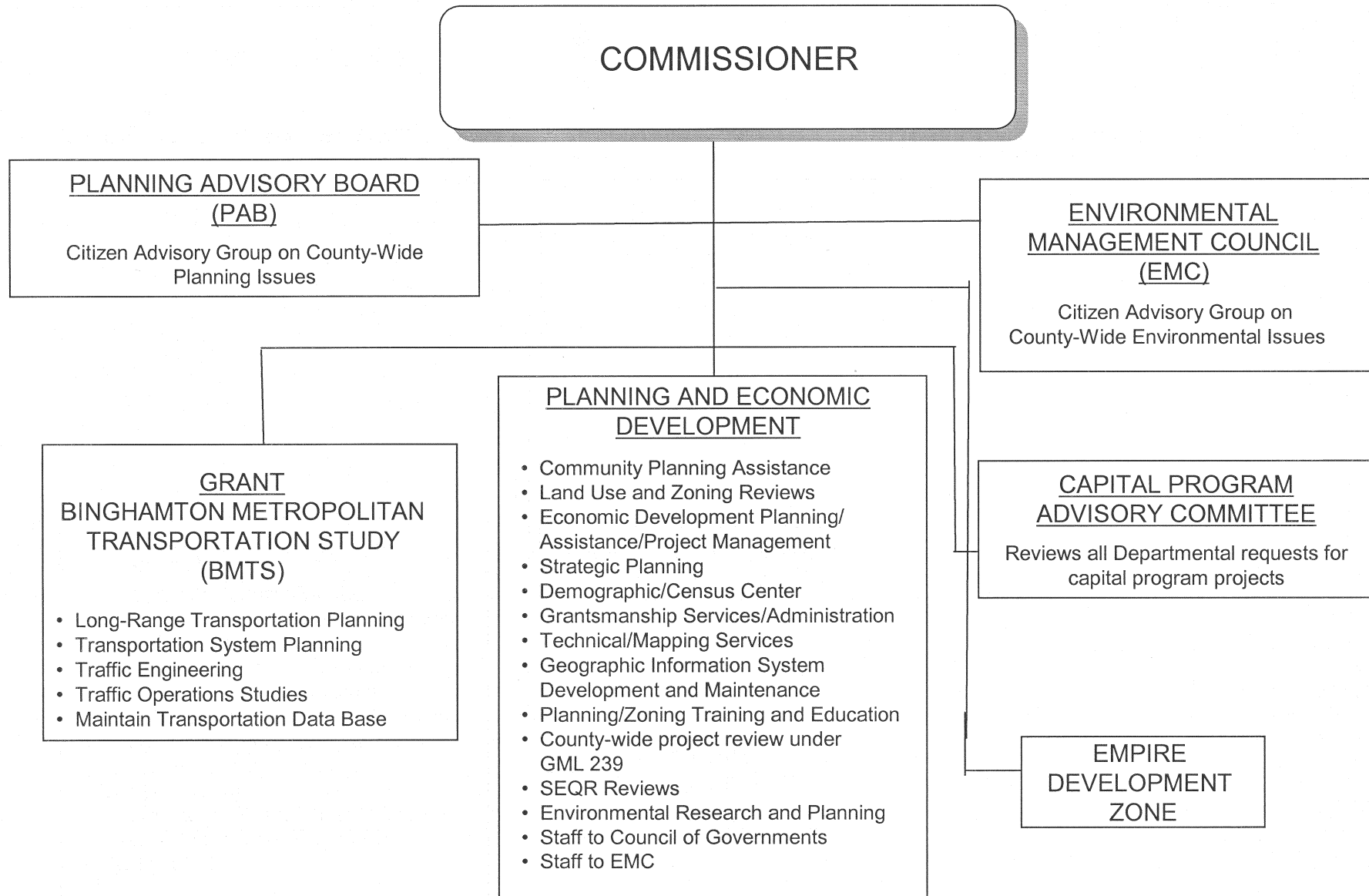
SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:42 VETERANS SERVICES

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41 CHARGEBACK EXPENSES							
4602	INSURANCE PREMIUM CHARGEBACK	206	206	126	164	164	164
4621	BUILDING AND LAND RENTAL CHARGEBACK	14,450	14,450		14,450	14,450	14,450
		-----	-----	-----	-----	-----	-----
CHARACTER 41 SUBTOTAL		14,656	14,656	126	14,614	14,614	14,614
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	8,162	9,069	4,457	9,077	9,077	9,077
8030	SOCIAL SECURITY	6,401	7,304	4,922	7,085	7,085	7,085
8040	WORKERS COMPENSATION	760	783	607	678	678	678
8050	LIFE INSURANCE	38	48	26	48	48	48
8060	HEALTH INSURANCE	19,302	22,448	15,449	14,347	14,347	14,347
8063	DISABILITY INSURANCE	129	120	84	120	120	120
		-----	-----	-----	-----	-----	-----
CHARACTER 80 SUBTOTAL		34,792	39,772	25,545	31,355	31,355	31,355
		-----	-----	-----	-----	-----	-----
TYPE X SUBTOTAL		298,817	317,414	221,047	314,726	314,726	314,726
		-----	-----	-----	-----	-----	-----
DEPARTMENT 42 SUBTOTAL		443,671	283,086	56,131	287,774	287,774	287,774

## **HOME AND COMMUNITY SERVICES**

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
Planning and Economic Development	
Planning and Economic Development	408
Environmental Management Council	414
Solid Waste Management	416

# 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.

#### **2008 OBJECTIVES**

- Partner with economic development entities in the Region to continue implementation of a coordinated approach to economic

#### **development.Administer US EPA Brownfield Assessment Program and Grant Administration**

- Aggressively pursue state, federal and other grant funding to meet County-wide needs.
- Continue construction of the Intermodal Transit Terminal.
- Begin preparation of County-wide Comprehensive Plan.
- Work with municipal officials to coordinate 239 reviews, zoning and subdivision reviews.
- Conduct training and workshops for municipal officials.
- Continue renovation of the George Harvey Justice Building.
- Provide environmental planning services to Division of Solid Waste Management.
- Designate the Brandywine Corridor as a Brownfield Opportunity Area.
- Enhance the County's GIS capability and add the City of Binghamton tax parcel information to GIS system.
- Work with Municipalities to develop uniform zoning and land definitions and uses.
- Complete preparation of an end-use plan for "The Depot".
- Work with municipalities to convert municipal system information to GIS.
- Continue public outreach and educational activities to promote recycling and protection of local water quality
- Assist municipalities, through the Broome/Tioga Stormwater Coalition, with meeting the requirement of federally mandated Phase II Stormwater regulations.

#### **2008 BUDGET HIGHLIGHTS**

- Inclusion of the Empire Zone Program as a County Entity.
- Increase the Department's Revenues.
- Combine Division Budgets into a Departmental Budget.

## 44 0016 PLANNING &amp; ECONOMIC DEVELOPMENT

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Comm. of Planning & Economic Development	H Admin	1	1	1	1	1
Director of Economic Development	H Admin	1	1	1	1	1
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
Economic Development Planner	20 CSEA	1	1	1	1	1
Planner	18 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Senior Environmental Planner	21 CSEA	1	1	1	1	1
Environmental Analyst	14 CSEA	1	1	1	1	1
Empire Zone Coordinator	21 BAPA	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>10</b>	<b>10</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>10</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0070	FEES FOR SERVICES	534	1,000	6,222	6,000	6,000	6,000
0158	RENTAL CONTRACTS			11,520	40,360	40,360	40,360
0464	OTHER LOCAL GOVERNMENTS	12,500	33,000	3,000	62,132	62,132	62,132
0549	CHARGEBACK TO GRANTS	-105					
0559	OTHER DEPARTMENTAL CHARGEBACK				14,630	14,630	14,630
CHARACTER 02 SUBTOTAL		12,929	34,000	20,742	123,122	123,122	123,122
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0208	MINOR SALES - PLANNING	6,909	1,500	13,316	8,000	8,000	8,000
CHARACTER 06 SUBTOTAL		6,909	1,500	13,316	8,000	8,000	8,000
CHARACTER :08	STATE AID						
0460	OTHER STATE AID				95,300	95,300	95,300
CHARACTER 08 SUBTOTAL					95,300	95,300	95,300
CHARACTER :09	FEDERAL AID						
0353	FEDERAL AID - OTHER		6,500	248,525	24,800	24,800	24,800
CHARACTER 09 SUBTOTAL			6,500	248,525	24,800	24,800	24,800
TYPE R SUBTOTAL		19,838	42,000	282,583	251,222	251,222	251,222

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	410,373	435,170	257,510	599,653	599,653	599,653
1600	SALARIES TEMPORARY	12,197	18,500	11,588	18,000	18,000	18,000
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		422,570	453,670	269,098	617,653	617,653	617,653
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	796	850	405	1,900	1,900	1,900
4319	OFFICE SUPPLIES	2,623	2,500	1,505	4,450	4,450	4,450
4331	FOOD AND BEVERAGES	40					
4342	PHOTOGRAPHIC SUPPLIES	50	100	79	150	150	150
4343	ENGINEERING SUPPLIES	1,533	1,240		1,500	1,500	1,500
4347	GAS OIL GREASE AND DIESEL FUEL	44	200		100	100	100
4359	COMPUTER SOFTWARE AND SUPPLIES	3,804	4,001	3,895	5,100	5,100	5,100
4411	POSTAGE AND FREIGHT	99	400	104	1,500	1,500	1,500
4418	DUES AND MEMBERSHIPS	1,743	1,505	839	2,086	2,086	2,086
4419	GENERAL OFFICE EXPENSES	1,293	1,295	572	1,705	1,705	1,705
4448	ADVERTISING AND PROMOTION EXPENSES	100,099			6,000	6,000	
4449	OTHER OPERATIONAL EXPENSES	455	250		2,998	2,998	2,998
4461	MILEAGE AND PARKING-LOCAL		4,225	701	2,430	2,430	2,430
4462	TRAVEL HOTEL AND MEALS	3,870	6,000	261	7,900	7,900	7,900
4463	EDUCATION AND TRAINING	960	1,500	548	1,500	1,500	1,500
4466	ADVISORY BD/TRUSTEES EXPENSES	98	100	108	400	400	400
4518	COPYING MACHINE RENTALS	1,598	2,200	755	3,020	3,020	3,020
4545	CONTRACTED SERVICES	41,454	215,258	17,490	221,110	171,110	171,110
4747	OTHER FEES FOR SERVICES	14,062	25,000	5,578	20,243	20,243	20,243
5056	REGIONAL PLANNING BOARD	31,055	20,000		10,000	5,000	20,000
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CHARACTER 40 SUBTOTAL		205,676	286,624	32,840	294,092	239,092	248,092

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	1,296	1,174	881	472	472	472
4615	GASOLINE CHARGEBACK	432	400	53	547	547	547
4616	FLEET SERVICE CHARGEBACK	964	2,198	275	2,207	2,207	2,207
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CHARACTER 41	SUBTOTAL	2,692	3,772	1,209	3,226	3,226	3,226
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	185					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	185					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	41					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	41					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	43,828	45,652	18,624	58,595	58,595	58,595
8030	SOCIAL SECURITY	31,504	33,290	19,895	45,810	45,810	45,810
8040	WORKERS COMPENSATION	5,960	5,178	5,228	6,254	6,254	6,254
8050	LIFE INSURANCE	152	216	96	264	264	264
8060	HEALTH INSURANCE	77,436	76,225	57,484	120,754	120,754	120,754
8063	DISABILITY INSURANCE	516	600	337	720	720	720
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CHARACTER 80	SUBTOTAL	159,396	161,161	101,664	232,397	232,397	232,397
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TYPE X	SUBTOTAL	790,560	905,227	404,811	1,147,368	1,092,368	1,101,368
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DIVISION 44	SUBTOTAL	-770,722	-863,227	-122,228	-896,146	-841,146	-850,146

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
DIVISION :66 ENVIRONMENTAL MANAGEMENT COUNCIL

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0559	OTHER DEPARTMENTAL CHARGEBACK	9,878	10,025				
CHARACTER 02	SUBTOTAL	9,878	10,025				
TYPE R	SUBTOTAL	9,878	10,025				
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	81,439	84,423	54,900			
CHARACTER 10	SUBTOTAL	81,439	84,423	54,900			
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	654	610	296			
4319	OFFICE SUPPLIES	627	600	170			
4359	COMPUTER SOFTWARE AND SUPPLIES	138	130				
4411	POSTAGE AND FREIGHT	37	50				
4418	DUES AND MEMBERSHIPS	130	130	120			
4442	PHOTOGRAPHIC EXPENSES		25				
4448	ADVERTISING AND PROMOTION EXPENSES		45				
4449	OTHER OPERATIONAL EXPENSES	114	225	58			
4461	MILEAGE AND PARKING-LOCAL	97	150				
4462	TRAVEL HOTEL AND MEALS	547	500				
4463	EDUCATION AND TRAINING	190	300				
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	525	550				
4466	ADVISORY BD/TRUSTEES EXPENSES	175	225	140			
4467	NON-EMPLOYEE EDUCATION AND TRNG	260	260				
4518	COPYING MACHINE RENTALS	522	900	434			
CHARACTER 40	SUBTOTAL	4,016	4,700	1,218			

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
DIVISION :66 ENVIRONMENTAL MANAGEMENT COUNCIL

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	114					
CHARACTER 60	SUBTOTAL	114					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	25					
CHARACTER 70	SUBTOTAL	25					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	8,695	8,794	4,130			
8030	SOCIAL SECURITY	6,133	6,413	4,104			
8040	WORKERS COMPENSATION		1,061				
8050	LIFE INSURANCE	38	48	26			
8060	HEALTH INSURANCE	8,105	9,240	6,388			
8063	DISABILITY INSURANCE	258	240	169			
CHARACTER 80	SUBTOTAL	23,229	25,796	14,817			
TYPE X	SUBTOTAL	108,823	114,919	70,935			
DIVISION 66	SUBTOTAL	-98,945	-104,894	-70,935			
DEPARTMENT 44	SUBTOTAL	-869,667	-968,121	-193,163	-896,146	-841,146	-850,146

# SOLID WASTE MANAGEMENT

## COMMISSIONER OF PUBLIC WORKS

### RECYCLING

- County-wide Recycling Program:
  - Broome Recycling Contract
  - Curbside & Drop-off sites
  - Education & Outreach
  - Technical Assistance
  - Market Research
  - Pilot Projects
- Hazardous Waste Program:
  - HW Hauler Contract
  - Facility Operations
  - Residential Program
  - Commercial/Institutional Program
  - Site Health/Safety
  - Education & Outreach
  - Battery Drop-off
- 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
  - Hauler Permitting/Assistance
  - 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 remaining in compliance.

Broome County is one of the few communities in New York State to have an operating landfill designed in accordance with the latest NYDEC Part 360 regulations and RCRA Subtitle D regulations, the most stringent and costly design standards to date. 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 entire 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.
- 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.

- The Division of Solid Waste Management provides services from several sites: Towns of Barker, Maine, Nanticoke, Colesville, and Deposit.
- The Broome County Landfill serves the entire County and is located at the intersection of the Towns of Barker, Maine and Nanticoke.
- A Materials Recovery Facility (MRF) located in the City of Binghamton, 19 Emma Street and operated by Recycle America Alliance.
- Three (3) satellite drop-off stations are located at the Town of Colesville Highway Garage, the Town of Sanford Highway Garage and at the Broome County Landfill.

- Investigate alternative opportunities in scrap tire recycling.
- Continue the investigation of Alternative Daily Cover options.
- Investigate future grant opportunities

## **2008 OBJECTIVES**

- Continue to integrate 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.
- 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, landfill bioreactor, reverse osmosis and constructed wetland treatment.

23 0060 EXECUTIVE/SOLID WASTE MANAGEMENT  
0078  
0086

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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
Crew Supervisor	AFSCME	0	0	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	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>22</b>	<b>22</b>	<b>23</b>	<b>23</b>	<b>23</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>22</b>	<b>22</b>	<b>23</b>	<b>23</b>	<b>23</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :01	TAX ITEMS						
0005	SALES AND USE TAX			12			
CHARACTER 01	SUBTOTAL			12			
CHARACTER :02	DEPARTMENTAL INCOME						
0464	OTHER LOCAL GOVERNMENTS	28,145	20,000	12,891	28,000	28,000	28,000
0550	DEPRECIATION CHARGEBACK	38,936					
0559	OTHER DEPARTMENTAL CHARGEBACK	31,340	28,000		29,400	29,400	29,400
0606	TIPPING FEES	8,053,619	7,849,750	4,958,687	8,310,250	8,310,250	8,310,250
0621	DISPOSAL FEES	26,405	45,000	11,647	37,000	37,000	37,000
0622	MISCELLANEOUS	53,877	85,150	21,758	58,355	58,355	58,355
0643	CHARGEBACK OF SERVICES PROVIDED AND	21,220	27,800	14,746	23,700	23,700	23,700
CHARACTER 02	SUBTOTAL	8,253,542	8,055,700	5,019,729	8,486,705	8,486,705	8,486,705
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	804,894	750,000	513,527	800,000	800,000	800,000
CHARACTER 03	SUBTOTAL	804,894	750,000	513,527	800,000	800,000	800,000
CHARACTER :04	LICENSES AND PERMITS						
0609	PERMITS	20,250	32,620	23,715	27,620	27,620	27,620
CHARACTER 04	SUBTOTAL	20,250	32,620	23,715	27,620	27,620	27,620

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0205	SALE OF SCRAP & EXCESS MATERIALS	36,177	26,650	20,329	29,625	29,625	29,625
0207	MINOR SALES OTHER	2,955		17			
0213	SALE OF EQUIPMENT	1,263					
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CHARACTER 06	SUBTOTAL	40,395	26,650	20,346	29,625	29,625	29,625
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	320					
0217	PREMIUM & ACCRUED INT ON OBLIGATION	24,953		3,097	25,000	25,000	25,000
0227	TRANSFER FROM GENERAL FUND	122					
0229	TRANSFER FROM INSURANCE RESERVE	5,804		15,894			
0233	EARNINGS ON TEMPORARY INVESTMENTS	223,577	35,000		200,000	200,000	200,000
0465	TRANSFER SPECIAL REVENUE FUND	2,135					
0638	CAPITAL CONTRIBUTIONS	237,085					
0812	GAIN FROM DISPOSITION OF ASSET	30,000					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	523,996	35,000	18,991	225,000	225,000	225,000
CHARACTER :08	STATE AID						
0460	OTHER STATE AID	1,040,938	253,902	78,466	350,817	350,817	350,817
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CHARACTER 08	SUBTOTAL	1,040,938	253,902	78,466	350,817	350,817	350,817

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :09 FEDERAL AID							
0353	FEDERAL AID - OTHER	1,541,224		82,918			
CHARACTER 09 SUBTOTAL		1,541,224		82,918			
TYPE R SUBTOTAL		12,225,239	9,153,872	5,757,704	9,919,767	9,919,767	9,919,767
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	793,582	883,370	460,848	968,397	968,397	968,397
1600	SALARIES TEMPORARY	108,065	115,729	73,184	15,000	15,000	15,000
1700	SALARIES OVERTIME	47,767	40,000	17,228	47,545	47,545	47,545
1900	SALARIES SHIFT DIFFERENTIAL		330		330	330	330
1910	OUT OF TITLE PAY	11,572	14,167	8,020	12,486	12,486	12,486
1940	OTHER PERSONNEL SERVICES	1,875	1,900	2,550	2,850	2,850	2,850
CHARACTER 10 SUBTOTAL		962,861	1,055,496	561,830	1,046,608	1,046,608	1,046,608
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2024	CONSTRUCTION MOTOR EQUIPMENT		400,000	50,006	490,000	490,000	490,000
CHARACTER 20 SUBTOTAL			400,000	50,006	490,000	490,000	490,000

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4300	MAT & SUPPLIES-SURFACE TREAT	9,808	76,000	2,015	76,000	76,000	76,000
4301	MAT & SUPPLIES-SIGNS & POSTS	131	740		740	740	740
4305	SNOW REMOVAL MATERIALS & SUPPLIES			3,750			
4311	BOOKS AND SUBSCRIPTIONS	365	1,560	257	1,010	1,010	1,010
4318	DUPLICATING AND PRINTING RM SUPPLIE	355	2,000	1,524	2,000	2,000	2,000
4319	OFFICE SUPPLIES	4,710	7,800	957	6,800	6,800	6,800
4323	BLDG MAINTENANCE SUPPLIES	3,163	21,000	12,068	24,100	24,100	24,100
4326	FUEL AND HEATING SUPPLIES	20,027	40,500	9,665	45,000	45,000	45,000
4329	BLDG AND GROUNDS SUPPLIES	3,935	2,600	1,053	3,200	3,200	3,200
4331	FOOD AND BEVERAGES	70	400		400	400	400
4341	MOTOR EQUIPMENT SUPPLIES	75,898	95,000	51,807	125,000	125,000	125,000
4342	PHOTOGRAPHIC SUPPLIES	297	300		300	300	300
4346	TRAINING AND EDUCATIONAL SUPPLIES	1,749	1,600	491	1,600	1,600	1,600
4347	GAS OIL GREASE AND DIESEL FUEL	220,518	229,000	130,120	255,100	255,100	255,100
4348	TIRES AND TUBES	12,407	23,060	19,067	34,000	34,000	34,000
4349	MISC OPERATIONAL SUPPLIES	107,883	103,020	34,631	126,870	126,870	126,870
4350	LEACHATE SUPPLIES	19,441	36,100	16,409	31,100	31,100	31,100
4356	UNIFORMS	2,117	2,600	2,845	2,600	2,600	2,600
4358	SAFETY SUPPLIES	6,798	9,400	4,502	9,400	9,400	9,400
4359	COMPUTER SOFTWARE AND SUPPLIES	494	2,100		865	865	865
4411	POSTAGE AND FREIGHT	349	1,150	171	850	850	850
4418	DUES AND MEMBERSHIPS	922	1,518	1,246	1,725	1,725	1,725
4419	GENERAL OFFICE EXPENSES	90	505	90	105	105	105
4423	BLDG GROUNDS AND EQUIP REPAIR	8,116	21,000	3,168	12,000	12,000	12,000
4425	WATER AND SEWAGE CHARGES	18,756	26,500	14,763	40,800	40,800	40,800
4427	ELECTRIC CURRENT	59,723	86,250	42,982	90,250	90,250	90,250
4429	BUILDING AND GROUNDS EXPENSES	4,501	4,400	3,685	4,450	4,450	4,450
4432	LAUNDRY AND DRY CLEANING EXPENSES	3,322	3,640	645	3,640	3,640	3,640
4439	OTHER INSTITUTIONAL EXPENSES	123					
4441	MOTOR EQUIP REPAIRS AND MAINT	16,531	21,150	6,498	25,000	25,000	25,000
4446	LONG TERM MAINT & CLOSURE COSTS	47,938	666,079		666,079	666,079	666,079
4447	OPERATIONAL EQUIPMENT REPAIRS	420	10,000	526	10,000	10,000	10,000
4448	ADVERTISING AND PROMOTION EXPENSES	8,561	11,100	6,277	13,100	13,100	13,100
4449	OTHER OPERATIONAL EXPENSES	528,297	163,266	43,978	205,420	205,420	205,420
4450	MRF PROCESSING EXPENSES	344,601	371,860	206,483	385,021	385,021	385,021
4457	SUBCONTRACTED PROGRAM EXPENSE	477,323	595,683	269,838	604,183	604,183	604,183
4458	OTHER PROGRAM EXPENSE	422,349	101,044	42,751	74,692	74,692	74,692
4461	MILEAGE AND PARKING-LOCAL	38	450	43	450	450	450
4462	TRAVEL HOTEL AND MEALS	4,069	3,900	551	3,900	3,900	3,900
4463	EDUCATION AND TRAINING	2,618	7,035	728	9,900	9,900	9,900
4469	OTHER PERSONAL EXPENSES	280	225		235	235	235
4512	OUTSIDE RENTALS-MACHINERY		200,000		200,000	150,000	150,000
4518	COPYING MACHINE RENTALS	1,017	4,128	2,546	3,324	3,324	3,324 423

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4520	PROPERTY LOSS	3,850	4,000	15,894	4,000	4,000	4,000
4523	INSURANCE CLAIMS	13,632	4,000	2,641	10,000	10,000	10,000
4545	CONTRACTED SERVICES	252,605	900	945	975	975	975
4701	MEDICAL AND PHYSICAL EXAMS	312	300	240	300	300	300
4723	BOND AND NOTE ISSUE EXPENSE	3,397	18,500		18,500	18,500	18,500
4725	OTHER FINANCIAL SERVICES	2,251					
4736	LEGAL CHARGES AND FEES	95,348	180,000	2,481	50,000	50,000	50,000
4746	ENGINEERING AND ARCHITECTURAL SERV	24,695	35,000	1,738	32,550	32,550	32,550
4747	OTHER FEES FOR SERVICES	187,123	125,000	3,611	200,000	200,000	200,000
4750	BAD DEBT EXPENSE	1,044					
4767	OTHER GOVERNMENTS PAYMENTS	813,648	871,640	407,957	846,499	846,499	846,499
CHARACTER 40 SUBTOTAL		3,838,015	4,195,003	1,373,637	4,264,033	4,214,033	4,214,033
CHARACTER :41 CHARGEBACK EXPENSES							
4601	INDIRECT COSTS	209,000	257,000		530,000	530,000	530,000
4602	INSURANCE PREMIUM CHARGEBACK	2,167	20,866	15,650	17,143	17,143	17,143
4604	DPW SECURITY CHARGEBACKS		26,723	13,362	29,119	29,119	29,119
4614	OTHER CHARGEBACK EXPENSES	67,684	93,668	514	112,222	112,222	112,222
4615	GASOLINE CHARGEBACK	545	5,500	118	478	478	478
4616	FLEET SERVICE CHARGEBACK	19,283			6,622	6,622	6,622
4626	TRANSPORTATION SERVICES CHARGEBACKS		6,293	1,573	20,899	20,899	20,899
CHARACTER 41 SUBTOTAL		298,679	410,050	31,217	716,483	716,483	716,483

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :42	DEPRECIATION						
4801	DEPRECIATION - BUILDINGS	48,417					
4803	DEPRECIATION - IMPROV O/T BLDGS	2,255,466					
4804	DEPRECIATION - MOTOR VEHICLES	220,505					
4805	DEPRECIATION - MACHINERY & EQUIP	156,607					
CHARACTER 42	SUBTOTAL	2,680,995					
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS		2,101,619		2,036,849	2,036,849	2,036,849
6001	PRINCIPAL ON BANS		316,500		89,539	89,539	89,539
CHARACTER 60	SUBTOTAL		2,418,119		2,126,388	2,126,388	2,126,388
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	787,307	929,868	399,437	846,139	846,139	846,139
7001	INTEREST ON BANS	16,723	77,544	22,944	36,270	36,270	36,270
7005	INTEREST ON CAPITAL LEASE	4,172					
CHARACTER 70	SUBTOTAL	808,202	1,007,412	422,381	882,409	882,409	882,409
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	93,919	100,044	41,747	94,902	94,902	94,902
8030	SOCIAL SECURITY	71,149	72,948	40,957	74,083	74,083	74,083
8040	WORKERS COMPENSATION	11,592	57,057	37,226	63,277	63,277	63,277
8041	WORKERS COMP LT LIABILITY	-61,809					
8050	LIFE INSURANCE	442	552	294	552	552	552
8060	HEALTH INSURANCE	227,634	268,115	175,888	267,771	267,771	267,771
8063	DISABILITY INSURANCE	516	480	337	480	480	480
CHARACTER 80	SUBTOTAL	343,443	499,196	296,449	501,065	501,065	501,065
TYPE X	SUBTOTAL	8,932,195	9,985,276	2,735,520	10,026,986	9,976,986	9,976,986
DEPARTMENT 23	SUBTOTAL	3,293,044	-831,404	3,022,184	-107,219	-57,219	-57,219
SUBFUND 206	SUBTOTAL	3,293,044	-831,404	3,022,184	-107,219	-57,219	-57,219

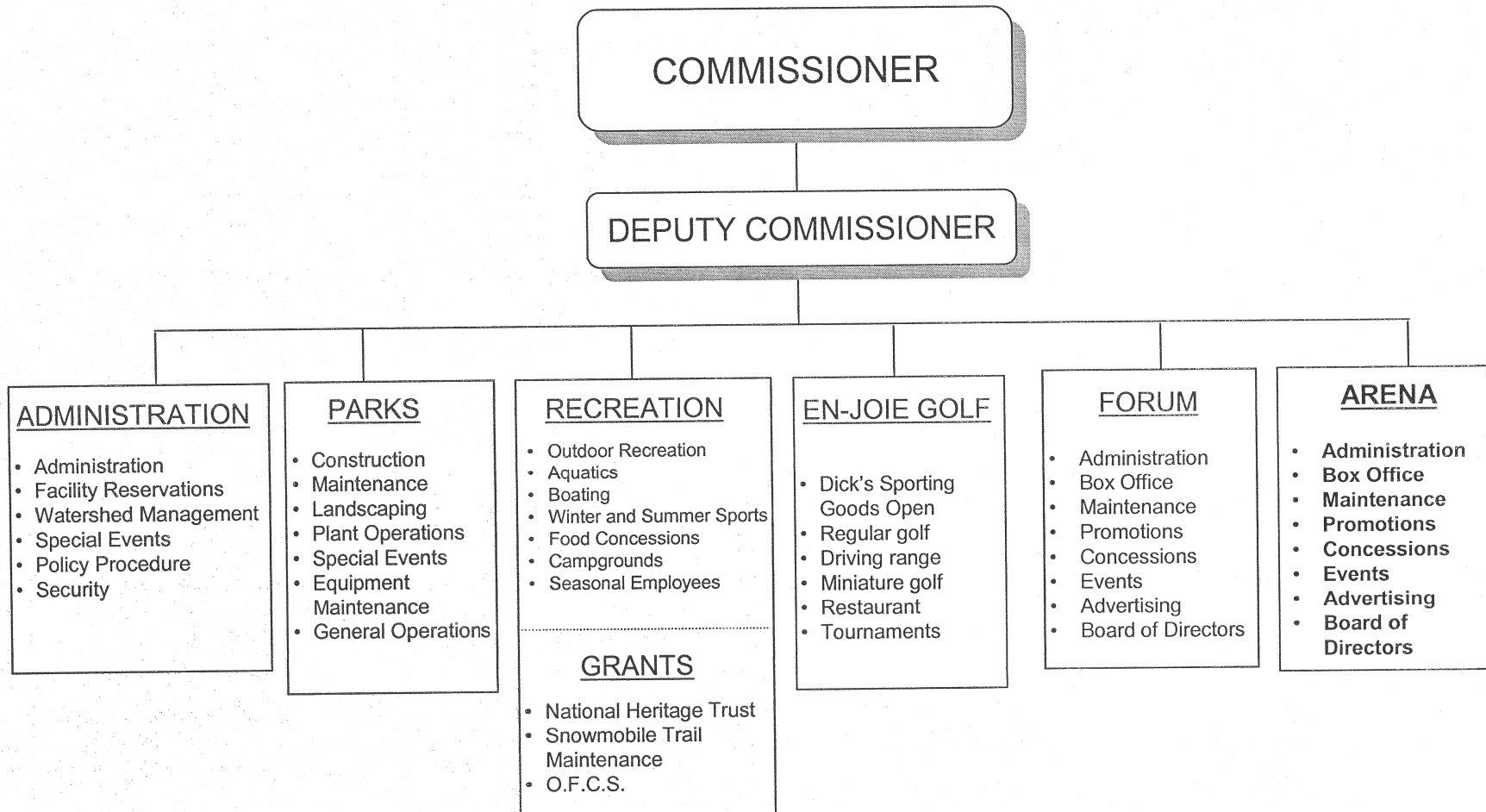
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## **CULTURE AND RECREATION**

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# PARKS & RECREATION

## VETERANS MEMORIAL ARENA



**PARKS & RECREATION - 54**  
**Veterans' Arena – 65 (Subfund 306)**

**MISSION STATEMENT**

To provide diversified entertainment to the community and surrounding areas with 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 over 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 theatre, a 7200 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. The building is a multi-usage venue which opened in 1973. It has a seating capacity of 4,643 permanent and 1,500 portable seats. The Arena is the area's largest indoor sporting/entertainment facility with 40+ home games each season for professional hockey. Many contemporary, rock, and country concerts are performed at the Arena. Annually ice shows, the circus, family shows, trade shows and local events use the facility. Scholastic as well as collegiate sporting events are held during the season. The facility has a 200' x 85' ice floor, professional basketball floor, and a 60' x 40' handicap accessible portable stage. The market area is approximately 400,000 people (Binghamton, NY at the center reaching to: Cortland, NY; Elmira, NY; Oneonta, NY and Scranton, PA).

**2008 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.

## 65 5027 PARKS &amp; RECREATION/Veterans' Arena

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Events Coordinator	B Admin	0	1	1	1	1
Arena Manager	E Admin	1	0	0	0	0
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
Secretary	13 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b><u>PART TIME</u></b>						
Custodial Worker	6 CSEA	<u>6</u>	<u>4</u>	<u>3</u>	<u>3</u>	<u>4</u>
<b>Total Part-Time Positions</b>		<b>6</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>4</b>
<b>TOTAL POSITIONS</b>		<b>11</b>	<b>9</b>	<b>8</b>	<b>8</b>	<b>9</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0159	RENTALS & FEES	355,778	360,000	222,535	414,000	414,000	414,000
0160	CONCESSIONS	90,421	80,000	71,026	92,000	92,000	92,000
0161	CHARGES FOR SERVICES	3,391		4,259			4,000
0162	CHARGES FOR EVENT STAFF	32,894	27,500	25,911	31,625	31,625	31,625
		-----	-----	-----	-----	-----	-----
CHARACTER 02 SUBTOTAL		482,484	467,500	323,731	537,625	537,625	541,625
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	32,646	20,000	25,109	25,000	25,000	25,000
0197	COMMISSIONS	20,489	18,000	14,090	18,000	18,000	20,000
0198	ADVERTISING	15,000	20,000	13,371	20,000	20,000	20,000
		-----	-----	-----	-----	-----	-----
CHARACTER 03 SUBTOTAL		68,135	58,000	52,570	63,000	63,000	65,000
CHARACTER :07 MISC/INTERFUND REVENUES							
0217	PREMIUM & ACCRUED INT ON OBLIGATION	1,740		818			
0227	TRANSFER FROM GENERAL FUND	814,252	874,504	887,504		813,641	818,999
0229	TRANSFER FROM INSURANCE RESERVE	118		34,775			
0232	UNUSED CAPITAL FUND			44,785			
0233	EARNINGS ON TEMPORARY INVESTMENTS	3,839					
0647	ENERGY REIMBURSEMENT	68,128	68,128		68,128	68,128	68,128
		-----	-----	-----	-----	-----	-----
CHARACTER 07 SUBTOTAL		888,077	942,632	967,882	68,128	881,769	887,127
		-----	-----	-----	-----	-----	-----
TYPE R SUBTOTAL		1,438,696	1,468,132	1,344,183	668,753	1,482,394	1,493,752

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	237,303	236,132	151,049	244,471	244,471	244,471
1500	SALARIES PART-TIME	123,698	89,898	52,270	70,528	70,528	96,534
1600	SALARIES TEMPORARY	103,869	122,952	83,611	129,952	129,952	129,952
1700	SALARIES OVERTIME	5,245	4,000	2,785	4,000	4,000	4,000
1900	SALARIES SHIFT DIFFERENTIAL	1,727	1,500	1,290	1,500	1,500	1,500
1940	OTHER PERSONNEL SERVICES	740	845	600	845	845	845
CHARACTER 10 SUBTOTAL		472,582	455,327	291,605	451,296	451,296	477,302
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2011	IMPROVEMENT/ALTERATIONS		10,000		10,000	10,000	10,000
2240	DPW BUILDING MAINTENANCE EQUIPMENT		14,000	5,996	14,000	14,000	13,000
CHARACTER 20 SUBTOTAL			24,000	5,996	24,000	24,000	23,000
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	389	500	399	500	500	500
4319	OFFICE SUPPLIES	1,001	1,500	406	1,500	1,500	1,500
4323	BLDG MAINTENANCE SUPPLIES	19,122	25,000	11,291	25,000	25,000	25,000
4326	FUEL AND HEATING SUPPLIES	122,585	108,150	113,257	134,843	134,843	134,843
4329	BLDG AND GROUNDS SUPPLIES	29,588	35,000	16,892	35,000	35,000	35,000
4331	FOOD AND BEVERAGES		250		250	250	250
4341	MOTOR EQUIPMENT SUPPLIES	3,681	1,200	334	1,200	1,200	1,200
4347	GAS OIL GREASE AND DIESEL FUEL		50		50	50	50
4348	TIRES AND TUBES		200		200	200	200
4349	MISC OPERATIONAL SUPPLIES		6,000	404	6,000	2,000	2,000
4356	UNIFORMS	972	1,000		1,000	1,000	1,000
4357	RECREATIONAL AND ACTIVITY SUPPLIES			10			
4358	SAFETY SUPPLIES	146	1,500		1,500	1,500	1,500
4359	COMPUTER SOFTWARE AND SUPPLIES		500	1,168	500	500	500
4411	POSTAGE AND FREIGHT	226	500	96	500	500	500
4418	DUES AND MEMBERSHIPS		500		500	500	500
4419	GENERAL OFFICE EXPENSES	173	100		100	100	100
4421	DPW BUILDING SERVICE EXPENSES		200		200	200	200
4423	BLDG GROUNDS AND EQUIP REPAIR	715	18,000	1,008	18,000	10,000	10,000
4425	WATER AND SEWAGE CHARGES	10,138	15,000	8,353	15,000	15,000	15,000
4426	HEATING AND AIR COND PLANT EXP	42,245	78,000	43,512	78,000	78,000	68,000
4427	ELECTRIC CURRENT	195,446	443,500	290,344	400,000	400,000	400,000
4429	BUILDING AND GROUNDS EXPENSES	52,533	55,000	27,780	55,000	55,000	52,852

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4432	LAUNDRY AND DRY CLEANING EXPENSES	8					
4444	UNIFORM AND CLOTHING ALLOWANCE	1,411	3,200	597	3,200	3,200	3,200
4448	ADVERTISING AND PROMOTION EXPENSES	578	4,000	175	4,000	4,000	4,000
4449	OTHER OPERATIONAL EXPENSES	303		110			
4462	TRAVEL HOTEL AND MEALS		1,500		1,500	1,500	1,000
4463	EDUCATION AND TRAINING	65	2,000	35	2,000	2,000	1,000
4520	PROPERTY LOSS			32,450			
4523	INSURANCE CLAIMS	110		2,325			
CHARACTER 40	SUBTOTAL	481,435	802,350	550,946	785,543	773,543	759,895
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	24,220	25,564	19,173	17,524	17,524	17,524
CHARACTER 41	SUBTOTAL	24,220	25,564	19,173	17,524	17,524	17,524
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS	15,628	15,878	15,878	16,152	16,152	16,152
6001	PRINCIPAL ON BANS		27,500	27,500	45,900	45,900	45,900
6008	PRINCIPAL ON CAPITAL LEASE	126,810					
CHARACTER 60	SUBTOTAL	142,438	43,378	43,378	62,052	62,052	62,052

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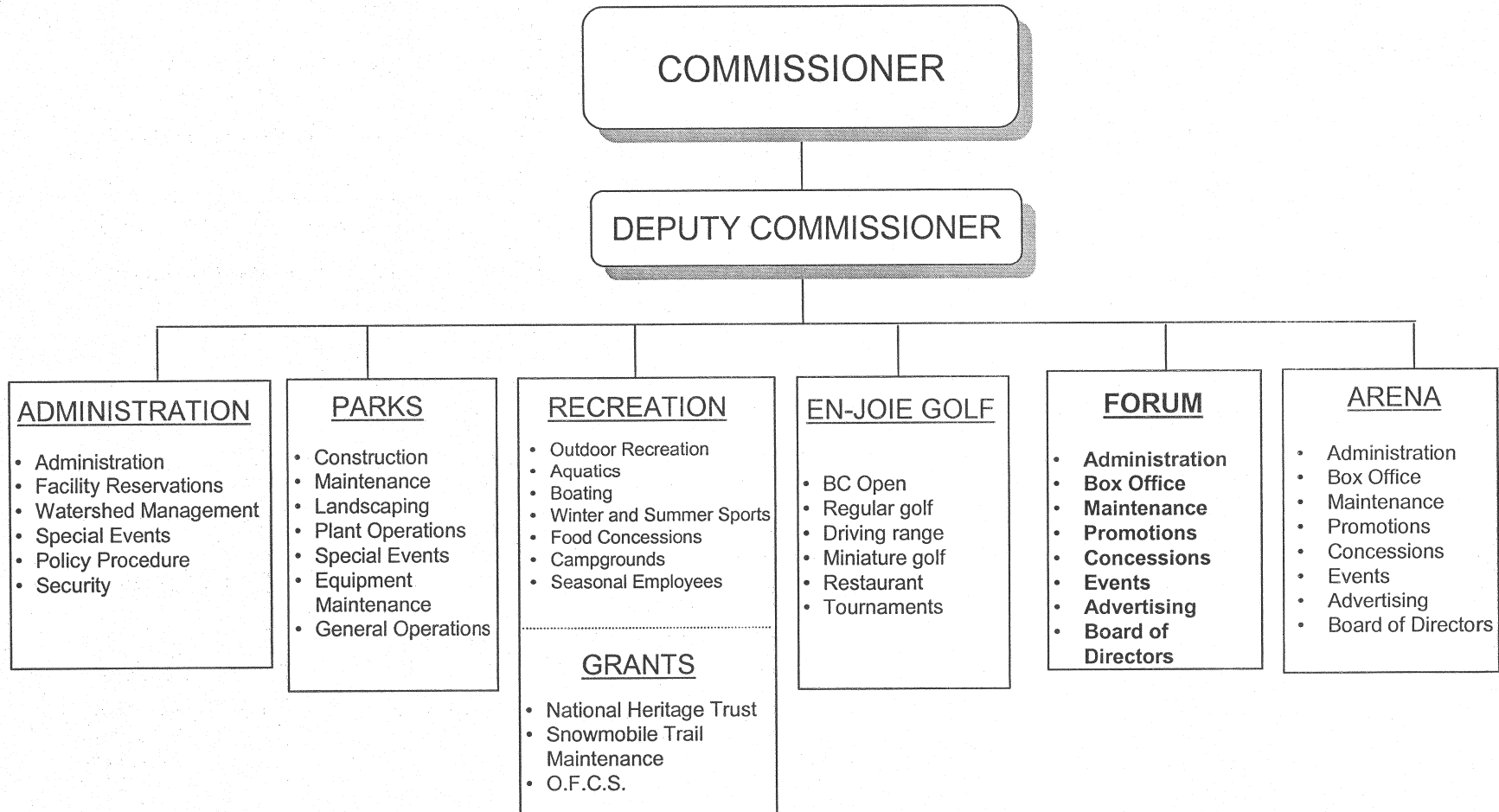
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	8,202	7,499	6,634	6,776	6,776	6,776
7001	INTEREST ON BANS		8,313	8,313	9,580	9,580	9,580
7005	INTEREST ON CAPITAL LEASE	94,390					
		-----	-----	-----	-----	-----	-----
CHARACTER 70 SUBTOTAL		102,592	15,812	14,947	16,356	16,356	16,356
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	39,344	27,420	16,191	30,870	33,171	33,171
8030	SOCIAL SECURITY	34,773	31,433	21,482	34,522	36,318	36,318
8040	WORKERS COMPENSATION		11,530		43,183	44,503	44,503
8050	LIFE INSURANCE	206	168	109	72	96	96
8060	HEALTH INSURANCE	51,236	58,910	31,960	51,655	51,655	51,655
8063	DISABILITY INSURANCE	873	840	387	360	480	480
8070	UNEMPLOYMENT INSURANCE	623		568			
		-----	-----	-----	-----	-----	-----
CHARACTER 80 SUBTOTAL		127,055	130,301	70,697	160,662	166,223	166,223
CHARACTER :90 TRANSFERS							
9006	TRANSFER TO ENTERPRISE FUND	2,135					
9009	TRNSFERS TO SPECIAL REVENUE FUND	7,790					
		-----	-----	-----	-----	-----	-----
CHARACTER 90 SUBTOTAL		9,925					
		-----	-----	-----	-----	-----	-----
TYPE X SUBTOTAL		1,360,247	1,496,732	996,742	1,517,433	1,510,994	1,522,352
		-----	-----	-----	-----	-----	-----
DEPARTMENT 65 SUBTOTAL		78,449	-28,600	347,441	-848,680	-28,600	-28,600
		-----	-----	-----	-----	-----	-----
SUBFUND 306 SUBTOTAL		78,449	-28,600	347,441	-848,680	-28,600	-28,600

# PARKS & RECREATION

## FORUM (PERFORMING ARTS THEATRE)



**PARKS & RECREATION - 54****Forum (Performing Arts Theatre) - 62****MISSION STATEMENT**

To provide diversified arts entertainment to Broome County and surrounding areas with maximum safety, efficiency and revenue. Also to provide a facility for local arts groups to perform.

**DESCRIPTION**

The Broome Center for the Performing Arts, the Forum, has been operated by Broome County since 1975. It is home to the Binghamton Philharmonic, Tri-Cities Opera, Broadway Theater League, Binghamton Philharmonic Pops Series, and other various dance groups. A restored vaudeville house built in 1919; the Forum enables our community performing arts groups to present various programs in an elegant theatrical setting. In addition, the Forum hosts a wide variety of other events each year, which include: concerts, films, business meetings/seminars, religious gatherings, children's theatre, graduations and organ recitals. The theater organ at the Forum is one of a few of its kind in existence. Seating Capacity: 1,527.

**2008 OBJECTIVES**

- Maintain a first class arts theatre.
- Continue to market Forum for various shows/concerts.
- Increase usage in the summer months.
- Complete yearly facility inspection list.

**2008 BUDGET HIGHLIGHTS**

- Address sound system upgrade or purchase new system.
- Capital improvement request for HVAC upgrade.
- Address equipment repairs and replacement as per DPW Buildings and Grounds.
- Marquee replacement or repair

65 0010 PARKS & RECREATION/Forum (Performing Arts Theatre)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
Manager Performing Arts Theatre	20 Admin	1	0	0	0	0
Maintenance Worker	7 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>2</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>2</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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0159	RENTALS & FEES	60,460	68,000	54,053	74,800	74,800	74,800
0160	CONCESSIONS	6,797	5,500	6,102	6,050	6,050	6,050
0161	CHARGES FOR SERVICES	4,923	3,000	125	3,300	3,300	3,300
0162	CHARGES FOR EVENT STAFF	3,177	4,500	2,532	4,950	4,950	4,950
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CHARACTER 02 SUBTOTAL		75,357	81,000	62,812	89,100	89,100	89,100
		-----	-----	-----	-----	-----	-----
TYPE R SUBTOTAL		75,357	81,000	62,812	89,100	89,100	89,100
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	65,631	34,361	21,729	35,492	35,492	35,492
1700	SALARIES OVERTIME	1,001	1,000	431	1,000	1,000	1,000
1900	SALARIES SHIFT DIFFERENTIAL	31	100	39	100	100	100
1940	OTHER PERSONNEL SERVICES	180	180	200	200	200	200
		-----	-----	-----	-----	-----	-----
CHARACTER 10 SUBTOTAL		66,843	35,641	22,399	36,792	36,792	36,792
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS		250		250	250	250
4319	OFFICE SUPPLIES	68	1,400	470	1,400	700	700
4323	BLDG MAINTENANCE SUPPLIES	4,859	20,000	1,214	20,000	20,000	15,000
4326	FUEL AND HEATING SUPPLIES	31,752	45,320	45,545	47,586	47,586	47,586
4329	BLDG AND GROUNDS SUPPLIES	4,025	9,000	2,572	9,000	9,000	9,000
4331	FOOD AND BEVERAGES	35					
4341	MOTOR EQUIPMENT SUPPLIES	7					
4349	MISC OPERATIONAL SUPPLIES	1,803	10,000		10,000	3,000	3,000
4359	COMPUTER SOFTWARE AND SUPPLIES			1,813			
4411	POSTAGE AND FREIGHT	73					
4418	DUES AND MEMBERSHIPS		400		400	400	400
4419	GENERAL OFFICE EXPENSES	202	200		200	200	200
4421	DPW BUILDING SERVICE EXPENSES	88	500		500	500	500
4423	BLDG GROUNDS AND EQUIP REPAIR	438	35,000		35,000	25,000	25,000
4425	WATER AND SEWAGE CHARGES	1,689	2,000	1,250	2,000	2,000	2,000
4427	ELECTRIC CURRENT	29,326	47,250	25,194	48,668	48,668	43,668
4429	BUILDING AND GROUNDS EXPENSES	8,802	6,000	3,427	6,000	6,000	6,000
4444	UNIFORM AND CLOTHING ALLOWANCE	130	160		160	160	160
4448	ADVERTISING AND PROMOTION EXPENSES	553		175			

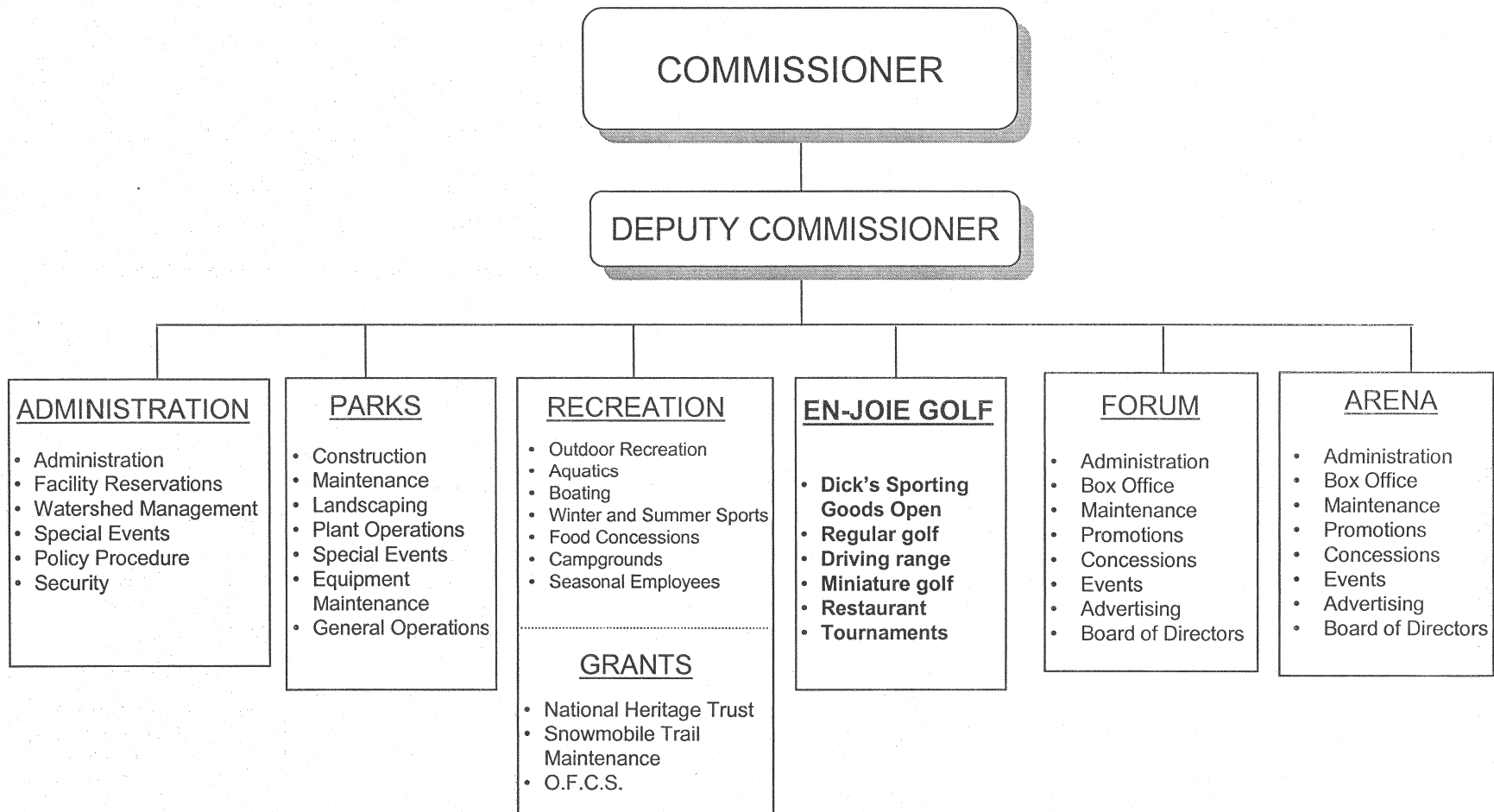
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:65 ARENA  
DIVISION :62 PERFORMING ARTS THEATRE

SUBJECT	SUBJECT TITLE	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4449	OTHER OPERATIONAL EXPENSES		5,000		5,000	1,000	1,000
4463	EDUCATION AND TRAINING	45	1,000	35	1,000	1,000	1,000
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	83,895	183,480	81,695	187,164	165,464	155,464
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	2,934	2,488	1,866	2,228	2,228	2,228
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	2,934	2,488	1,866	2,228	2,228	2,228
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	7,243	3,605	1,690	3,478	3,478	3,478
8030	SOCIAL SECURITY	4,944	2,629	1,604	2,715	2,715	2,715
8040	WORKERS COMPENSATION		2,122				
8050	LIFE INSURANCE	34	24	13	24	24	24
8060	HEALTH INSURANCE	13,890	17,093	8,624	13,552	13,552	13,552
8063	DISABILITY INSURANCE	129	120	84	120	120	120
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	26,240	25,593	12,015	19,889	19,889	19,889
CHARACTER :90	TRANSFERS						
9009	TRNSFERS TO SPECIAL REVENUE FUND			13,000			
		-----	-----	-----	-----	-----	-----
CHARACTER 90	SUBTOTAL			13,000			
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	179,912	247,202	130,975	246,073	224,373	214,373
		-----	-----	-----	-----	-----	-----
DIVISION 62	SUBTOTAL	-104,555	-166,202	-68,163	-156,973	-135,273	-125,273
		-----	-----	-----	-----	-----	-----
DEPARTMENT 65	SUBTOTAL	-104,555	-166,202	-68,163	-156,973	-135,273	-125,273

# 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.

### **2008 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.

### **2008 BUDGET HIGHLIGHTS**

- Returning En-Joie Golf Club back to profitability and once-again establishing it as the premier place to play in Upstate New York

## 85 0008 PARKS &amp; RECREATION/En-Joie Golf Course

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Director of Golf	NA	1	1	1	1	1
Superintendent of Golf	NA	<u>1</u>	<u>1</u>	<u>1</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><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>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	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	7,203	15,000	24,218	3,000	3,000	3,000
0652	DRIVING RANGE FEES	25,990	70,000	20,000	27,000	27,000	27,000
0653	GREENS FEES	119,510	350,000	212,347	345,000	345,000	345,000
0654	ANNUAL MEMBERSHIP	115,000	125,000	121,175	210,000	210,000	210,000
0655	GOLF CART RENTALS	34,454	150,000	95,518	140,000	140,000	140,000
0660	MERCHANDISE SALES				25,000	25,000	25,000
CHARACTER 02 SUBTOTAL		302,157	710,000	473,258	750,000	750,000	750,000
CHARACTER :03 USE OF MONEY AND PROPERTY							
0656	BC OPEN RENTAL	99,000		1,487	100,000	100,000	100,000
0657	RESTAURANT RENTAL		13,200				
CHARACTER 03 SUBTOTAL		99,000	13,200	1,487	100,000	100,000	100,000
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0213	SALE OF EQUIPMENT	6,317					
CHARACTER 06 SUBTOTAL		6,317					
CHARACTER :07 MISC/INTERFUND REVENUES							
0229	TRANSFER FROM INSURANCE RESERVE	16,980		24,298			
CHARACTER 07 SUBTOTAL		16,980		24,298			
TYPE R SUBTOTAL		424,454	723,200	499,043	850,000	850,000	850,000

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :309 EN JOIE GOLF COURSE  
DEPARTMENT:85 EN JOIE GOLF COURSE

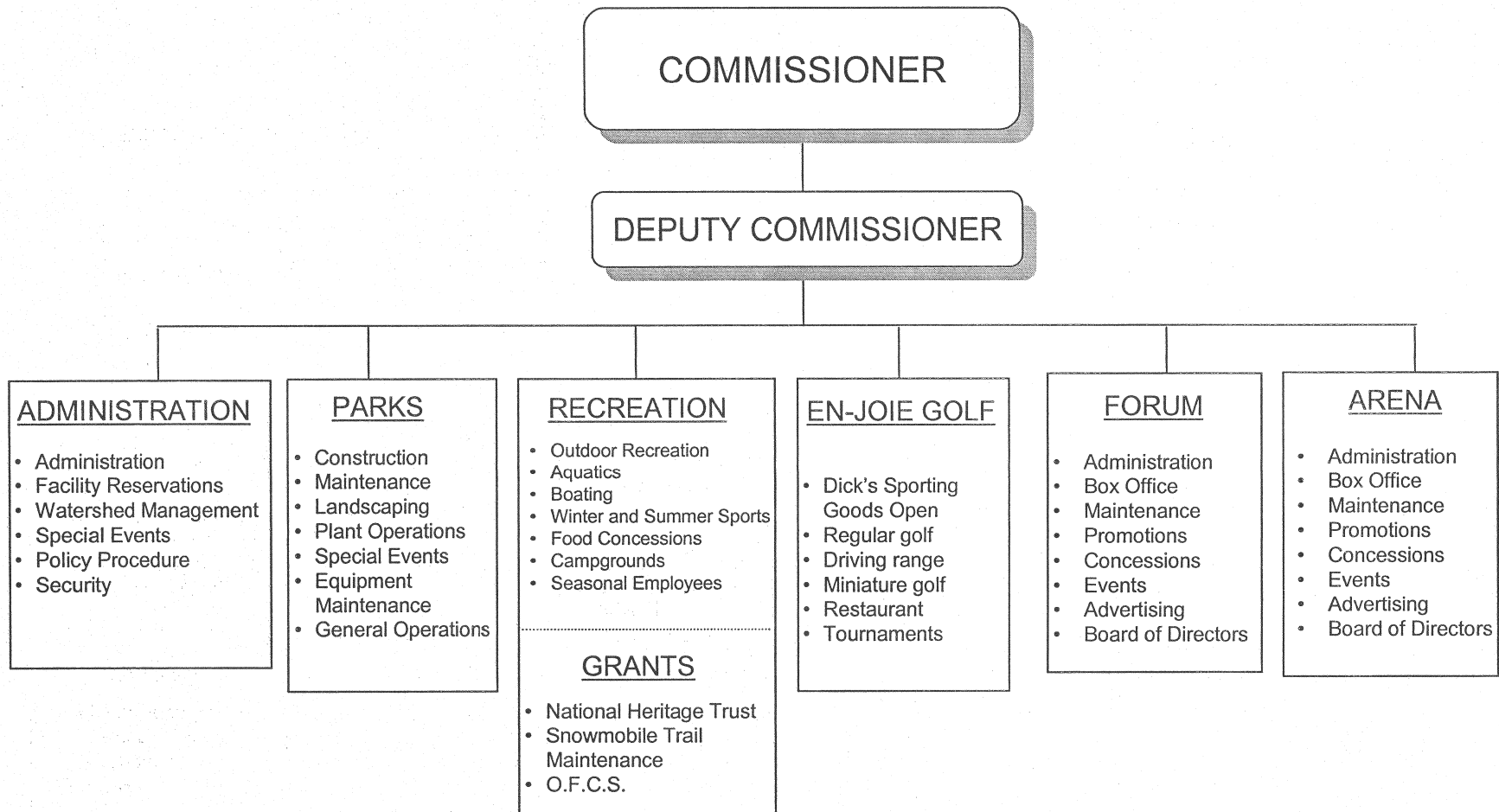
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	118,217	125,000	72,643	125,186	125,186	125,186
1600	SALARIES TEMPORARY	210,603	240,000	147,573	245,000	245,000	235,000
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	328,820	365,000	220,216	370,186	370,186	360,186
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2011	IMPROVEMENT/ALTERATIONS		12,000		12,000	12,000	12,000
2230	MAINTENANCE EQUIPMENT		8,000		15,000	15,000	15,000
		-----	-----	-----	-----	-----	-----
CHARACTER 20	SUBTOTAL		20,000		27,000	27,000	27,000
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4304	MATERIAL & SUPPLIES-OTHER		5,000		5,000	5,000	5,000
4319	OFFICE SUPPLIES	409		377	500	500	500
4323	BLDG MAINTENANCE SUPPLIES	30,512		47	10,000	10,000	10,000
4326	FUEL AND HEATING SUPPLIES	5,342		5,946	10,000	10,000	10,000
4329	BLDG AND GROUNDS SUPPLIES	43,842	75,850	61,972	75,000	75,000	75,000
4341	MOTOR EQUIPMENT SUPPLIES	6,718		9,824	5,000	5,000	5,000
4347	GAS OIL GREASE AND DIESEL FUEL	11,718	20,000	7,612	17,000	17,000	17,000
4348	TIRES AND TUBES	463		338	500	500	500
4349	MISC OPERATIONAL SUPPLIES	20,591	4,893	1,007	8,000	8,000	8,000
4357	RECREATIONAL AND ACTIVITY SUPPLIES	12,994	4,727	18,305	20,000	15,000	15,000
4358	SAFETY SUPPLIES	120	2,500		2,000	2,000	2,000
4359	COMPUTER SOFTWARE AND SUPPLIES	1,156		2,380	4,000	3,000	3,000
4363	MEDICAL LAB & CLINIC SUPPLIES	120			1,000	1,000	1,000
4411	POSTAGE AND FREIGHT	97		36	500	500	500
4418	DUES AND MEMBERSHIPS	5,106	1,800	1,241	2,000	2,000	2,000
4421	DPW BUILDING SERVICE EXPENSES	221					
4423	BLDG GROUNDS AND EQUIP REPAIR	2,894	15,000	753	5,000	5,000	5,000
4425	WATER AND SEWAGE CHARGES	8,303	10,000	6,583	16,000	16,000	16,000
4427	ELECTRIC CURRENT	13,593	20,000	8,806	22,000	22,000	22,000
4429	BUILDING AND GROUNDS EXPENSES	11,251	500	6,899	12,000	12,000	12,000
4447	OPERATIONAL EQUIPMENT REPAIRS	41			12,000	7,000	7,000
4448	ADVERTISING AND PROMOTION EXPENSES	9,014	12,000	7,491	15,000	15,000	15,000
4449	OTHER OPERATIONAL EXPENSES	11,147		1,236	2,000	2,000	2,000
4462	TRAVEL HOTEL AND MEALS	399		352	1,000	1,000	1,000
4463	EDUCATION AND TRAINING			230			
4511	COUNTY RENTALS-MACHINERY	91,851	103,937	91,601	120,000	120,000	120,000
4520	PROPERTY LOSS	16,980		24,298			

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :309 EN JOIE GOLF COURSE  
DEPARTMENT:85 EN JOIE GOLF COURSE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4521	INSURANCE PREMIUMS	4,859	5,000				
4725	OTHER FINANCIAL SERVICES	2,855					
4747	OTHER FEES FOR SERVICES	5,150		6,356			
CHARACTER 40	SUBTOTAL	317,746	281,207	263,690	365,500	354,500	354,500
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK			3,171	18,502	18,502	18,502
4614	OTHER CHARGEBACK EXPENSES						7,500
CHARACTER 41	SUBTOTAL			3,171	18,502	18,502	26,002
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	12,449	13,725	4,442	12,268	12,268	12,268
8030	SOCIAL SECURITY	25,062	27,923	16,787	28,319	28,319	28,319
8040	WORKERS COMPENSATION		3,324	2,493	2,629	2,629	2,629
8050	LIFE INSURANCE				48	48	48
8060	HEALTH INSURANCE	6,625	7,950	4,791	10,038	10,038	10,038
8063	DISABILITY INSURANCE		240				
8070	UNEMPLOYMENT INSURANCE	3,856	3,831	9,199	4,000	4,000	4,000
CHARACTER 80	SUBTOTAL	47,992	56,993	37,712	57,302	57,302	57,302
TYPE X	SUBTOTAL	694,558	723,200	524,789	838,490	827,490	824,990
DEPARTMENT 85	SUBTOTAL	-270,104		-25,746	11,510	22,510	25,010
SUBFUND 309	SUBTOTAL	-270,104		-25,746	11,510	22,510	25,010

# PARKS & RECREATION



## **PARKS & RECREATION - 54**

### **Administration - 10**

#### **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 over 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 includes an eighteen hole golf course, three beaches, a campground, a performing arts theater, a 7200-seat arena, cross-country skiing, swimming, one ice rink, 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 watersheds including: Brandywine Creek; Brixius Creek; Deposit Watersheds (3); Finch Hollow Creek (2); Little Choconut Creek (6); Nanticoke Creek (9 sites) and Patterson Creek.

#### **2008 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

#### **2008 BUDGET HIGHLIGHTS**

- Maintain present level of service.
- Meet our 2008 Net County Support goal.
- 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.
  - Natural Heritage Trust Grant – Finch Hollow Nature Center.

## 54 1003 PARKS &amp; RECREATION/Administration

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Commissioner of Parks & Recreation*	G Admin	0	0	0	0	0
Deputy Commissioner of Parks & Recreation	E Admin	1	1	1	1	1
Director of Recreation	C Admin	1	1	1	1	1
Principal Account Clerk	13 CSEA	0	0	1	0	0
Secretary	13 CSEA	1	1	1	1	1
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>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>

\* Position must exist by Law but is unfunded in the current budget.

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0147	MISCELLANEOUS	1,599	500	2,545	500	500	500
0485	GROUND RENTALS			1,766			
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	1,599	500	4,311	500	500	500
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	1,968		2,373			
		-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	1,968		2,373			
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	1,082	4,000		4,000	4,000	4,000
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL	1,082	4,000		4,000	4,000	4,000
CHARACTER :08	STATE AID						
0337	PARKS - YOUTH PROGRAMS	55,000	58,767	2,615	57,867	57,867	57,867
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	55,000	58,767	2,615	57,867	57,867	57,867
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	59,649	63,267	9,299	62,367	62,367	62,367

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	187,837	193,391	123,163	199,526	199,526	199,526
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	187,837	193,391	123,163	199,526	199,526	199,526
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	123	800	57	800	800	800
4319	OFFICE SUPPLIES	2,690	2,500	1,846	2,500	2,500	2,500
4329	BLDG AND GROUNDS SUPPLIES		500		500	500	500
4342	PHOTOGRAPHIC SUPPLIES		75		75	75	75
4349	MISC OPERATIONAL SUPPLIES		100	3,060	100	100	100
4411	POSTAGE AND FREIGHT	43	50	89	50	50	50
4418	DUES AND MEMBERSHIPS	440	675	152	675	675	675
4419	GENERAL OFFICE EXPENSES		2,200	131	2,200	2,200	2,200
4429	BUILDING AND GROUNDS EXPENSES	150		844			
4442	PHOTOGRAPHIC EXPENSES	31	100		100	100	100
4448	ADVERTISING AND PROMOTION EXPENSES		250	26	250	250	250
4462	TRAVEL HOTEL AND MEALS	325	500	340	500	500	500
4463	EDUCATION AND TRAINING	558	1,000	920	1,000	1,000	1,000
4701	MEDICAL AND PHYSICAL EXAMS		580		580	580	580
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	4,360	9,330	7,465	9,330	9,330	9,330
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	43,767	50,392	37,794	50,742	50,742	50,742
4614	OTHER CHARGEBACK EXPENSES	35					
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	43,802	50,392	37,794	50,742	50,742	50,742

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	40,286	20,289	9,298	19,554	19,554	19,554
8030	SOCIAL SECURITY	13,982	14,795	9,073	15,263	15,263	15,263
8040	WORKERS COMPENSATION	63,611	11,670	49,122	44,503	44,503	44,503
8050	LIFE INSURANCE	77	120	51	120	120	120
8060	HEALTH INSURANCE	51,138	61,083	38,196	60,021	60,021	60,021
8063	DISABILITY INSURANCE	258	240	169	240	240	240
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	169,352	108,197	105,909	139,701	139,701	139,701
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	405,351	361,310	274,331	399,299	399,299	399,299
		-----	-----	-----	-----	-----	-----
DIVISION 10	SUBTOTAL	-345,702	-298,043	-265,032	-336,932	-336,932	-336,932

## **PARKS & RECREATION - 54**

### **Parks - 20**

#### **MISSION STATEMENT**

To provide the skilled support services that maintains 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 over 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 includes an eighteen hole golf course, three beaches, a campground, a performing arts theater, a 7200-seat arena, cross-country skiing, swimming, one ice rink, boating, professional hockey, and many other leisure activities. Annually, 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 watersheds including: Brandywine Creek; Brixius Creek; Deposit Watersheds (3); Finch Hollow Creek (2); Little Choconut Creek (6); Nanticoke Creek (9 sites); and Patterson Creek.

#### **2008 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, always 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 Triathlon.

#### **2008 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.
- Enhance revenue through fee adjustments.

## 54 2001 PARKS &amp; RECREATION/Parks

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
Recreation Facility Manager	20 BAPA	1	1	1	1	1
Assistant Recreation Facility Manager	16 CSEA	2	2	2	2	2
Park Operations Manager	AFSCME	1	1	1	1	1
Park Manager	AFSCME	3	3	3	3	3
Assistant Park Manager	AFSCME	3	3	3	3	3
Construction Worker	AFSCME	3	3	1	1	3
Motor Equipment Operator III	AFSCME	1	1	1	1	1
Park Equipment Maintenance Mechanic	AFSCME	1	1	1	1	1
Park Technician	AFSCME	9	8	8	8	7
Senior Park Technician	AFSCME	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
<b>Total Full-Time Positions</b>		<b>28</b>	<b>27</b>	<b>25</b>	<b>25</b>	<b>26</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>28</b>	<b>27</b>	<b>25</b>	<b>25</b>	<b>26</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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	11,174					
0229	TRANSFER FROM INSURANCE RESERVE	11,770		5,828			
CHARACTER 07 SUBTOTAL		22,944		5,828			
TYPE R SUBTOTAL		22,944		5,828			
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,060,512	1,126,402	724,116	1,083,257	1,088,257	1,120,399
1600	SALARIES TEMPORARY	62,834	83,790	62,320	68,500	68,500	68,500
1700	SALARIES OVERTIME	45,078	28,500	31,086	27,000	28,500	28,500
1900	SALARIES SHIFT DIFFERENTIAL	1,372	1,500	845	1,500	1,500	1,500
1940	OTHER PERSONNEL SERVICES	8,010	8,500	4,040	8,500	8,500	8,500
1960	DISCRETIONARY SALARY SAVINGS		18,100				
CHARACTER 10 SUBTOTAL		1,177,806	1,266,792	822,407	1,188,757	1,195,257	1,227,399
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2270	DPW BUILDING AND GROUNDS EQUIPMENT			29,050			
CHARACTER 20 SUBTOTAL				29,050			

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4301	MAT & SUPPLIES-SIGNS & POSTS	224					
4319	OFFICE SUPPLIES	649					
4323	BLDG MAINTENANCE SUPPLIES	77,501	83,000	34,826	78,700	78,700	78,700
4326	FUEL AND HEATING SUPPLIES	13,365	17,000	10,860	17,850	17,850	17,850
4329	BLDG AND GROUNDS SUPPLIES	30,991	46,000	28,463	43,500	43,500	43,500
4331	FOOD AND BEVERAGES	404					
4341	MOTOR EQUIPMENT SUPPLIES	40,812	40,000	19,866	37,750	40,000	40,000
4347	GAS OIL GREASE AND DIESEL FUEL	25,157	30,000	12,817	29,500	31,500	29,500
4348	TIRES AND TUBES	1,527	6,000	2,586	5,000	5,000	5,000
4349	MISC OPERATIONAL SUPPLIES	7,816	6,400	5,174	6,400	6,400	6,400
4357	RECREATIONAL AND ACTIVITY SUPPLIES	1,539	2,000	445	2,000	2,000	2,000
4358	SAFETY SUPPLIES	1,710					
4359	COMPUTER SOFTWARE AND SUPPLIES	170					
4411	POSTAGE AND FREIGHT	58					
4419	GENERAL OFFICE EXPENSES	-1,201					
4423	BLDG GROUNDS AND EQUIP REPAIR	357	2,000		1,800	2,000	2,000
4425	WATER AND SEWAGE CHARGES	2,815	3,500	2,304	2,500	3,500	3,500
4426	HEATING AND AIR COND PLANT EXP		500		500	500	500
4427	ELECTRIC CURRENT	33,998	70,250	23,286	42,250	70,250	42,250
4429	BUILDING AND GROUNDS EXPENSES	26,820	28,000	12,819	26,250	26,250	26,250
4441	MOTOR EQUIP REPAIRS AND MAINT	336	3,000	250	2,700	3,000	3,000
4444	UNIFORM AND CLOTHING ALLOWANCE	3,533	5,120	2,631	5,120	5,120	5,120
4449	OTHER OPERATIONAL EXPENSES	29,734	5,000	5,290	5,000	5,000	5,000
4462	TRAVEL HOTEL AND MEALS	-96					
4520	PROPERTY LOSS	11,645		2,842			
4523	INSURANCE CLAIMS	125		2,985			
4746	ENGINEERING AND ARCHITECTURAL SERV	1,000					
CHARACTER 40	SUBTOTAL	310,989	347,770	167,444	306,820	340,570	310,570

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES	2,654					
4615	GASOLINE CHARGEBACK	33,610	29,500	5,347	31,290	31,290	31,290
4616	FLEET SERVICE CHARGEBACK	16,335		10,378			
4626	TRANSPORTATION SERVICES CHARGEBACKS	16,335	41,510		40,810	40,810	40,810
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	68,934	71,010	15,725	72,100	72,100	72,100
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,012					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	1,012					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	189					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	189					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	151,224	118,171	57,029	102,858	102,858	106,453
8030	SOCIAL SECURITY	86,807	94,665	60,138	83,253	83,253	86,060
8040	WORKERS COMPENSATION		38,053		20,831	20,831	20,831
8050	LIFE INSURANCE	509	648	344	600	552	576
8060	HEALTH INSURANCE	334,503	409,183	253,554	394,970	394,970	404,520
8063	DISABILITY INSURANCE	258	240	169	240	240	240
8070	UNEMPLOYMENT INSURANCE	1,032					
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	574,333	660,960	371,234	602,752	602,704	618,680
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	2,133,263	2,346,532	1,405,860	2,170,429	2,210,631	2,228,749
		-----	-----	-----	-----	-----	-----
DIVISION 20	SUBTOTAL	-2,110,319	-2,346,532	-1,400,032	-2,170,429	-2,210,631	-2,228,749

## **PARKS & RECREATION - 54**

### **Recreation - 30**

#### **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 over 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 includes an eighteen hole golf course, three beaches, a campground, a performing arts theater, a 7200-seat arena, cross-country skiing, swimming, one ice rink, 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 watersheds including: Brandywine Creek; Brixius Creek; Deposit Watersheds (3); Finch Hollow Creek (2); Little Choconut Creek (6); Nanticoke Creek (9 sites); and Patterson Creek.

#### **2008 OBJECTIVES**

- Maintain 2007 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 Senior Games
  - o American Powerboat Racing Championship
  - o Lake Fest - Whitney Point
  - 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.

#### **2008 BUDGET HIGHLIGHTS**

- Search out new partnerships for additional special events throughout the community.
- Maintain or reduce present level of Net County Support.
- Continue to replace playground structures at all of our facilities as needed.
- 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>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b>FULL TIME</b>						
Director of Nature Interpretation	15 BAPA	1	1	1	1	1
Naturalist	14 CSEA	<u>1</u>	<u>1</u>	<u>1</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>

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0147	MISCELLANEOUS	4,112	5,000	2,180	5,000	5,000	5,000
0150	FOOD CONCESSION	38,256	55,000	40,926	75,000	75,000	75,000
0151	BOAT CONCESSION	18,458	35,000	22,468	35,000	35,000	35,000
0152	CAMPING	27,901	30,000	23,431	33,000	33,000	33,000
0153	SHELTER RENTAL	22,847	34,000	27,375	34,000	34,000	34,000
0154	SKI CONCESSION		6,000	3,888	6,000	6,000	6,000
0167	YOUTH SUMMER SKILLS PROGRAMS	296					
0493	SWIMMING LESSONS		150		150	150	150
0497	UNIFORM SALES	40	100	20	100	100	100
0549	CHARGEBACK TO GRANTS	7,000					
CHARACTER 02	SUBTOTAL	118,910	165,250	120,288	188,250	188,250	188,250
TYPE R	SUBTOTAL	118,910	165,250	120,288	188,250	188,250	188,250
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	83,509	85,872	54,626	88,745	88,745	88,745
1600	SALARIES TEMPORARY	162,400	190,000	200,234	190,000	190,000	190,000
1700	SALARIES OVERTIME	6,189	4,800	4,628			
1940	OTHER PERSONNEL SERVICES	1,870	3,000	1,890	3,000	3,000	3,000
CHARACTER 10	SUBTOTAL	253,968	283,672	261,378	281,745	281,745	281,745

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	2006 YTD ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	1,500					
4331	FOOD AND BEVERAGES	18,965	23,200	5,079	31,200	31,200	26,200
4332	KITCHEN AND DINING ROOM SUPPLIES			450			
4341	MOTOR EQUIPMENT SUPPLIES	201					
4349	MISC OPERATIONAL SUPPLIES	9,902	6,000	9,807	6,000	6,000	6,000
4357	RECREATIONAL AND ACTIVITY SUPPLIES	7,776	12,000	3,835	12,000	12,000	12,000
4427	ELECTRIC CURRENT						-28,000
4438	RECREATIONAL AND ACTIVITY EXPENSES	563	800	45	800	800	800
4448	ADVERTISING AND PROMOTION EXPENSES	250	3,000	1,976	3,000	3,000	3,000
4449	OTHER OPERATIONAL EXPENSES	165					
4458	OTHER PROGRAM EXPENSE		500		500	500	500
4462	TRAVEL HOTEL AND MEALS	-36					
CHARACTER 40 SUBTOTAL		39,286	45,500	21,192	53,500	53,500	20,500
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	9,768	9,008	4,526	8,697	8,697	8,697
8030	SOCIAL SECURITY	18,802	21,702	19,530	6,789	6,789	6,789
8040	WORKERS COMPENSATION		2,121		5,934	5,934	5,934
8050	LIFE INSURANCE	38	48	26	48	48	48
8060	HEALTH INSURANCE	22,199	24,946	17,247	27,104	27,104	27,104
8063	DISABILITY INSURANCE	129	120	84	120	120	120
8070	UNEMPLOYMENT INSURANCE	585					
CHARACTER 80 SUBTOTAL		51,521	57,945	41,413	48,692	48,692	48,692
TYPE X SUBTOTAL		344,775	387,117	323,983	383,937	383,937	350,937
DIVISION 30 SUBTOTAL		-225,865	-221,867	-203,695	-195,687	-195,687	-162,687
DEPARTMENT 54 SUBTOTAL		-2,681,886	-2,866,442	-1,868,759	-2,703,048	-2,743,250	-2,728,368

# 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 help 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 services 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, census documents

### **2008 OBJECTIVES**

- Increase access to a variety of electronic resources
- Update 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
- Develop a digitization project for the 170,000 obituary file collection
- Increase workshops and educational programs for school service groups

## 84 1007 LIBRARY/Central Library

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></b>						
Library Director III	F Admin	1	1	1	1	1
Assistant Library Director II	A Admin	1	0	0	0	0
Secretary	14 Admin	1	1	1	1	1
Librarian III	20 CSEA	1	1	1	1	1
Librarian II	18 CSEA	4	2	2	2	2
Librarian I	16 CSEA	3	3	3	3	3
Computer Hardware Technician/Trainee	16/14 CSEA	1	1	1	1	1
Library Assistant	13 CSEA	2	2	2	2	2
Principal Library Clerk	12 CSEA	2	2	2	2	2
Custodial Supervisor	11 CSEA	1	1	1	1	1
Senior Account Clerk Typist	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	9	9	9
Custodial Worker	6 CSEA	1	1	1	1	1
Page	5 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>33</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>
<b><u>PART TIME</u></b>						
Custodial Worker	6 CSEA	2	2	2	2	2
County Historian*	NA	1	1	1	1	1
Deputy County Historian*	NA	1	1	1	1	1
Library Clerk	6 CSEA	7	7	7	7	7
Librarian I	16 CSEA	0	1	1	1	1
Computer Hardware Tech	16 CSEA	0	1	1	1	1
<b>Total Part-Time Positions</b>		<b>11</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>TOTAL POSITIONS</b>		<b>44</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>43</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0011	LIBRARY COPY FEES	1,821	3,000	1,344	2,000	2,000	2,000
0027	MISCELLANEOUS	63,624	71,000	39,890	65,000	65,000	65,000
0159	RENTALS & FEES	4,165	6,000	2,977	4,500	4,500	4,500
0464	OTHER LOCAL GOVERNMENTS	595,270	611,034		626,798	626,798	626,798
		-----	-----	-----	-----	-----	-----
CHARACTER 02 SUBTOTAL		664,880	691,034	44,211	698,298	698,298	698,298
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	47,030	35,000	37,480	35,000	35,000	35,000
0197	COMMISSIONS	2,759	1,200	2,862	2,500	2,500	2,500
		-----	-----	-----	-----	-----	-----
CHARACTER 03 SUBTOTAL		49,789	36,200	40,342	37,500	37,500	37,500
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0206	SALE OF BUS PARTS	982		241			
0213	SALE OF EQUIPMENT	107					
		-----	-----	-----	-----	-----	-----
CHARACTER 06 SUBTOTAL		1,089		241			
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			2,642			
0216	GIFTS AND DONATIONS		300	479	800	800	800
0217	PREMIUM & ACCRUED INT ON OBLIGATION	1,637		451			
0227	TRANSFER FROM GENERAL FUND	1,627,044	1,665,398	1,665,398		1,591,762	1,591,762
0232	UNUSED CAPITAL FUND			1			
0233	EARNINGS ON TEMPORARY INVESTMENTS	2,726					
		-----	-----	-----	-----	-----	-----
CHARACTER 07 SUBTOTAL		1,631,407	1,665,698	1,668,971	800	1,592,562	1,592,562

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :08	STATE AID						
0460	OTHER STATE AID	123,138	128,417	42,631	118,934	118,934	118,934
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	123,138	128,417	42,631	118,934	118,934	118,934
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	2,470,303	2,521,349	1,796,396	855,532	2,447,294	2,447,294
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,016,472	1,091,662	610,620	1,012,896	1,012,896	1,012,896
1500	SALARIES PART-TIME	72,488	112,674	67,380	108,935	108,935	108,935
1600	SALARIES TEMPORARY	10,654	12,878	5,848			
1700	SALARIES OVERTIME	137		562	150	150	150
1900	SALARIES SHIFT DIFFERENTIAL			395	624	624	624
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	1,099,751	1,217,214	684,805	1,122,605	1,122,605	1,122,605
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2490	OTHER OPERATIONAL EQUIPMENT		7,500				
		-----	-----	-----	-----	-----	-----
CHARACTER 20	SUBTOTAL		7,500				
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	171	1,200		1,200	1,200	1,200
4319	OFFICE SUPPLIES	25,904	35,125	11,360	39,287	39,287	39,287
4323	BLDG MAINTENANCE SUPPLIES	472	500	594	500	500	500
4326	FUEL AND HEATING SUPPLIES	18,369	20,836	12,383	21,461	21,461	21,461
4329	BLDG AND GROUNDS SUPPLIES	6,150	6,286	6,803	6,936	6,936	6,936
4347	GAS OIL GREASE AND DIESEL FUEL	14					
4349	MISC OPERATIONAL SUPPLIES		1,000	358	1,000	1,000	1,000
4359	COMPUTER SOFTWARE AND SUPPLIES	76,023	34,537	53,102	74,502	74,502	74,502
4370	BOOKS ADULT SERVICES	84,149	67,334	54,729	84,000	84,000	84,000
4371	JUVENILE BOOKS	36,249	36,960	24,040	47,113	47,113	47,113
4372	REFERENCE MATERIALS	45,034	46,650	23,447	47,000	47,000	47,000
4373	SUBSCRIPTIONS	24,308	21,855	9,679	21,855	21,855	21,855
4374	AUDIOVISUAL MATERIALS	23,408	27,876	16,599	27,876	27,876	27,876
4375	ELECTRONIC ACCESS MATERIALS	15,886	56,525	18,873	23,192	23,192	23,192
4376	LOCAL HISTORY	1,553	2,400	825	2,400	2,400	2,400

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4411	POSTAGE AND FREIGHT	4,929	10,758	4,004	10,758	10,758	10,758
4418	DUES AND MEMBERSHIPS	2,971	1,355	1,650	1,685	1,685	1,685
4419	GENERAL OFFICE EXPENSES	12,338	10,959	9,867	11,058	11,058	11,058
4423	BLDG GROUNDS AND EQUIP REPAIR	1,558	2,000	676	2,000	2,000	2,000
4425	WATER AND SEWAGE CHARGES	1,296	1,531	913	1,531	1,531	1,531
4427	ELECTRIC CURRENT	85,308	95,650	41,348	100,433	100,433	100,433
4429	BUILDING AND GROUNDS EXPENSES	11,539	21,500	7,105	21,928	21,928	21,928
4447	OPERATIONAL EQUIPMENT REPAIRS	12	500		500	500	500
4448	ADVERTISING AND PROMOTION EXPENSES	-125	3,000	2,097	3,200	3,200	3,200
4449	OTHER OPERATIONAL EXPENSES	15,935	1,300	1,627	2,000	2,000	2,000
4461	MILEAGE AND PARKING-LOCAL	1	25	23	25	25	25
4462	TRAVEL HOTEL AND MEALS	4,567	4,600	220	3,800	3,800	3,800
4463	EDUCATION AND TRAINING	836	990	453	1,000	1,000	1,000
4466	ADVISORY BD/TRUSTEES EXPENSES	34	450		450	450	450
4514	HARDWARE MAINTENANCE	3,804	9,589	3,638	10,068	10,068	10,068
4518	COPYING MACHINE RENTALS	-1,329					
4744	INSTRUCTOR SERVICES						
4747	OTHER FEES FOR SERVICES	7,011	13,404	5,245	13,580	13,580	13,580
		-----	-----	-----	-----	-----	-----
CHARACTER 40 SUBTOTAL		508,375	536,695	311,658	582,338	582,338	582,338
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	8,556	11,592	8,694	9,377	9,377	9,377
4604	DPW SECURITY CHARGEBACKS	38,091	74,880	37,440	79,140	79,140	79,140
4606	TELEPHONE BILLING ACCOUNT	16,832	16,714	8,382	16,817	16,817	16,817
4609	DATA PROCESSING CHARGEBACKS	44,746	47,250	23,625	73,848	73,848	73,848
4614	OTHER CHARGEBACK EXPENSES	26	50	26	77	77	77
4616	FLEET SERVICE CHARGEBACK		100		100	100	100
4617	DUPLICATING/PRINTING CHARGEBACK	1,166	692	416	1,174	1,174	1,174
4618	OFFICE SUPPLIES CHARGEBACK	4,039	5,661	2,362	4,236	4,236	4,236
4619	BUILDING SERVICE CHARGEBACK	19,186	25,000	5,929	25,000	25,000	25,000
		-----	-----	-----	-----	-----	-----
CHARACTER 41 SUBTOTAL		132,642	181,939	86,874	209,769	209,769	209,769

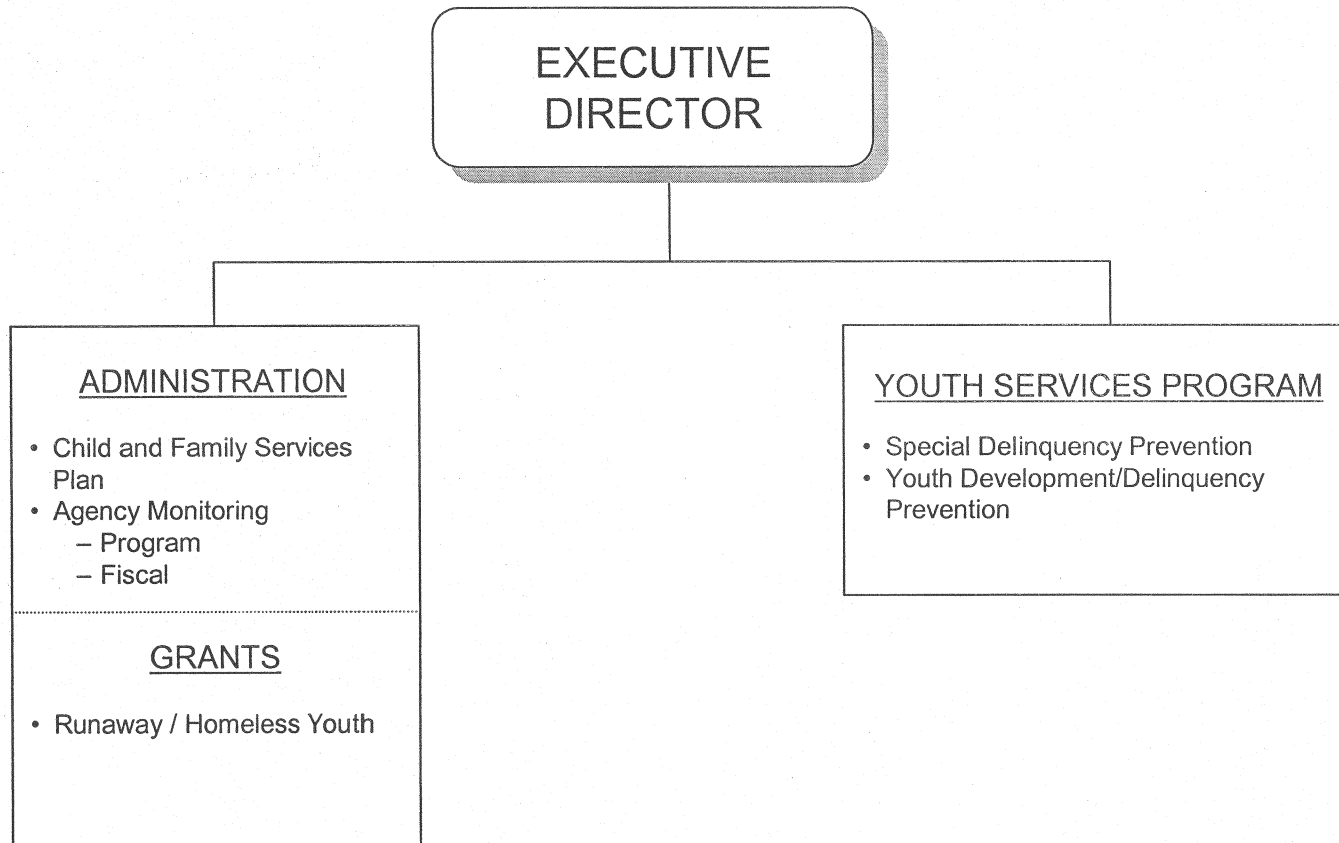
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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS	1,764	2,607	2,607	2,719	2,719	2,719
6001	PRINCIPAL ON BANS		32,934	31,834	31,608	31,608	31,608
6008	PRINCIPAL ON CAPITAL LEASE	1,067					
		-----	-----	-----	-----	-----	-----
CHARACTER 60 SUBTOTAL		2,831	35,541	34,441	34,327	34,327	34,327
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	2,093	1,309	677	1,214	1,214	1,214
7001	INTEREST ON BANS		7,822	7,822	5,278	5,278	5,278
7005	INTEREST ON CAPITAL LEASE	263					
		-----	-----	-----	-----	-----	-----
CHARACTER 70 SUBTOTAL		2,356	9,131	8,499	6,492	6,492	6,492
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	116,575	174,978	51,295	109,768	109,768	109,768
8030	SOCIAL SECURITY	80,681	92,969	49,872	85,688	85,688	85,688
8040	WORKERS COMPENSATION	10,893	16,516	12,387	13,704	13,704	13,704
8050	LIFE INSURANCE	586	768	373	720	720	720
8060	HEALTH INSURANCE	311,919	404,896	262,973	436,181	436,181	436,181
8063	DISABILITY INSURANCE			3			
8070	UNEMPLOYMENT INSURANCE			4,455			
8081	EMPLOYEE TUITION REIMBURSEMENT	2,952	7,500	2,700	10,000	10,000	10,000
		-----	-----	-----	-----	-----	-----
CHARACTER 80 SUBTOTAL		523,606	697,627	384,058	656,061	656,061	656,061
		-----	-----	-----	-----	-----	-----
TYPE X SUBTOTAL		2,269,561	2,685,647	1,510,335	2,611,592	2,611,592	2,611,592
		-----	-----	-----	-----	-----	-----
DEPARTMENT 84 SUBTOTAL		200,742	-164,298	286,061	-1,756,060	-164,298	-164,298
		-----	-----	-----	-----	-----	-----
SUBFUND 304 SUBTOTAL		200,742	-164,298	286,061	-1,756,060	-164,298	-164,298

# 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 or the Division of Criminal Justice for program funding and enters into contracts with the agencies. The Youth Bureau also leads the efforts in planning for services for youth throughout Broome County.

### **2008 OBJECTIVES**

- Continue our partnership between Cornell University Cooperative Extension of Broome County to facilitate a spring and fall series of Advancing Youth Development training.
- Establish a Youth Bureau Youth of the Month award by fall of 2007.
- 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 activities 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 and 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.

### **2008 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  
0029

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2006 Actuals</u>	<u>As of 9/1/2007 Current Authorized</u>	<u>2008 Requested</u>	<u>2008 Recommended</u>	<u>2008 Adopted</u>
<b><u>FULL TIME</u></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>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><u>PART TIME</u></b>						
Senior Account Clerk Typist	9 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>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:64 YOUTH BUREAU

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0549	CHARGEBACK TO GRANTS	-----	8,840	-----	8,840	8,840	8,840
CHARACTER 02	SUBTOTAL		8,840		8,840	8,840	8,840
CHARACTER :08	STATE AID						
0336	YOUTH BUREAU	34,602	41,094	17,383	44,594	44,594	44,594
0338	YOUTH SERVICE PROGRAMS	230,412	254,892	78,323	256,369	256,369	256,369
CHARACTER 08	SUBTOTAL	265,014	295,986	95,706	300,963	300,963	300,963
TYPE R	SUBTOTAL	265,014	304,826	95,706	309,803	309,803	309,803
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	92,155	93,601	60,576	95,105	95,105	95,105
1500	SALARIES PART-TIME	12,595	13,414	8,747	14,285	14,285	14,285
CHARACTER 10	SUBTOTAL	104,750	107,015	69,323	109,390	109,390	109,390
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	29	40		40	40	40
4319	OFFICE SUPPLIES	3,482	1,715	893	1,715	1,715	1,715
4331	FOOD AND BEVERAGES	7		20			
4418	DUES AND MEMBERSHIPS	445	400	500	500	500	500
4448	ADVERTISING AND PROMOTION EXPENSES		315		315	315	315
4451	YOUTH SERVICE PROGRAMS	205,977	254,892	110,250	256,369	256,369	256,369
4461	MILEAGE AND PARKING-LOCAL	321	450	169	450	450	450
4462	TRAVEL HOTEL AND MEALS	207	750	298	650	650	650
4463	EDUCATION AND TRAINING	448	600	151	600	600	600
4466	ADVISORY BD/TRUSTEES EXPENSES	236	350	52	350	350	350
4518	COPYING MACHINE RENTALS	1,668	3,200	2,063	3,200	3,200	3,200
5011	DISCOVERY CENTER		13,466		12,523		12,523
5053	BROOME CO COOP EXT ASSN		453,913	347,168	422,139	422,139	422,139
CHARACTER 40	SUBTOTAL	212,820	730,091	461,564	698,851	686,328	698,851

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:64 YOUTH BUREAU

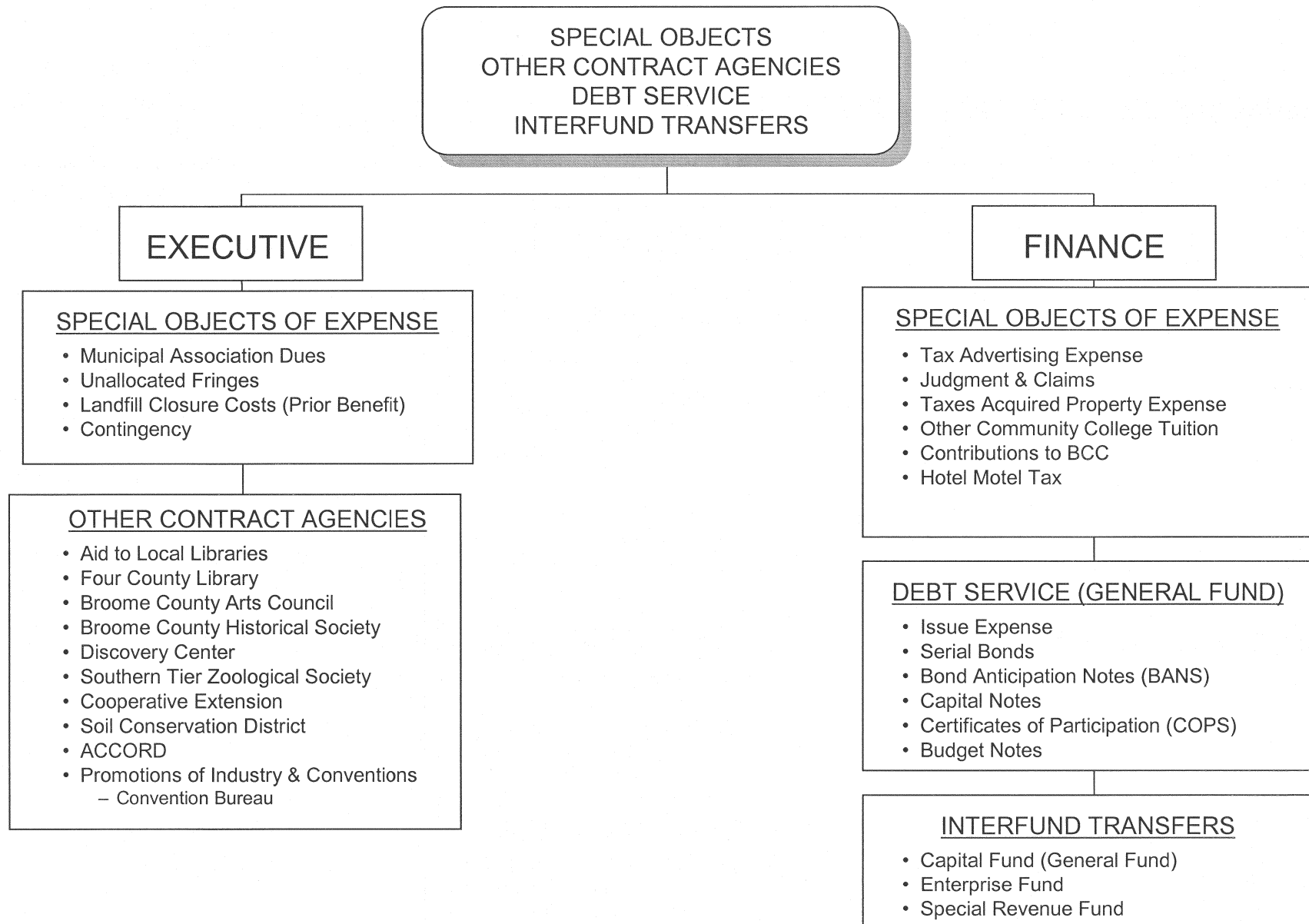
SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	12	6	6	5	5	5
4614	OTHER CHARGEBACK EXPENSES	100	100	100			
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	112	106	106	5	5	5
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,395					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	1,395					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	31					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	31					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	11,192	11,227	5,231	10,720	10,720	10,720
8030	SOCIAL SECURITY	7,376	8,186	4,791	8,369	8,369	8,369
8040	WORKERS COMPENSATION	877	953	715	848	848	848
8050	LIFE INSURANCE	58	72	38	72	72	72
8060	HEALTH INSURANCE	23,749	29,721	18,888	32,199	32,199	32,199
8063	DISABILITY INSURANCE	258	240	169	240	240	240
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	43,510	50,399	29,832	52,448	52,448	52,448
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	362,618	887,611	560,825	860,694	848,171	860,694
		-----	-----	-----	-----	-----	-----
DEPARTMENT 64	SUBTOTAL	-97,604	-582,785	-465,119	-550,891	-538,368	-550,891

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## UNALLOCATED ITEMS

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
Special Objects of Expense	476
Other--Contractual Agencies	481
Debt Service	484
Interfund Transfers	486

# UNALLOCATED ITEMS



## 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.

**Property Tax** (0001) is the amount of the tax sale certificate reserve in excess of the amount needed to buy back uncollected property tax receivables.

**Part D Medicare Credits** (0651) Federal subsidy for Medicare eligible retirees or their spouse's drug costs.

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:90 SPECIAL OBJECTS OF EXPENDITURES

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :01 TAX ITEMS							
0006	HOTEL/MOTEL OCCUPANCY TAX	3,308					
CHARACTER 01 SUBTOTAL		3,308					
CHARACTER :02 DEPARTMENTAL INCOME							
0014	CHGS FOR TAX ADV/REDEMPTION EXP	13,055	17,000	1,505	17,000	17,000	17,000
0559	OTHER DEPARTMENTAL CHARGEBACK				271,218	271,218	271,218
CHARACTER 02 SUBTOTAL		13,055	17,000	1,505	288,218	288,218	288,218
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			21			
CHARACTER 07 SUBTOTAL				21			
TYPE R SUBTOTAL		16,363	17,000	1,526	288,218	288,218	288,218
CHARACTER :10 PERSONAL SERVICE							
1960	DISCRETIONARY SALARY SAVINGS		-1,295,043		-2,102,073	-2,102,073	-2,102,073
CHARACTER 10 SUBTOTAL			-1,295,043		-2,102,073	-2,102,073	-2,102,073

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:90 SPECIAL OBJECTS OF EXPENDITURES

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4331	FOOD AND BEVERAGES			1,085			
4418	DUES AND MEMBERSHIPS	15,809					
4448	ADVERTISING AND PROMOTION EXPENSES		4,000	3,289	10,000	10,000	10,000
4508	OTHER COMM COLLEGES TUITION	693,771	500,000	396,767	650,000	650,000	650,000
4509	CONTRIBUTION TO BROOME COMM COLLEGE	6,194,864	6,380,710	6,380,710	6,380,710	6,380,710	6,380,710
4721	ACCTG AND COST ALLOCATION SERVICES				6,500	6,500	6,500
4733	JUSTICES AND CONSTABLE FEES	9,990	10,000	5,260	10,000	10,000	10,000
4752	CONTINGENT FUND		119,296		211,068	211,068	211,068
4753	JUDGEMENTS AND CLAIMS		10,000	49	10,000	10,000	10,000
4757	TAX ADVERTISING AND EXPENSE	10,774	17,000		17,000	17,000	17,000
4758	MUNICIPAL ASSN DUES	4,535	20,500	20,500	27,500	27,500	27,500
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	6,929,743	7,061,506	6,807,660	7,322,778	7,322,778	7,322,778
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES	31,340	41,400				
4616	FLEET SERVICE CHARGEBACK				-265,330	-265,330	-265,330
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	31,340	41,400		-265,330	-265,330	-265,330
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT				-294,078	-294,078	-294,078
8060	HEALTH INSURANCE	131,528	152,462	91,269			
8070	UNEMPLOYMENT INSURANCE		50,000		30,000	30,000	30,000
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	131,528	202,462	91,269	-264,078	-264,078	-264,078
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	7,092,611	6,010,325	6,898,929	4,691,297	4,691,297	4,691,297
		-----	-----	-----	-----	-----	-----
DEPARTMENT 90	SUBTOTAL	-7,076,248	-5,993,325	-6,897,403	-4,403,079	-4,403,079	-4,403,079

## **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**

**ACCORD** (5057) – **A Center for Dispute Resolution** is one of 62 New York State Community Dispute Resolution Centers operating under contract with the Office of Court Administration. As such, ACCORD provides mediation and conciliation services to Broome and Tioga County residents for the resolution of civil offenses, minor criminal cases and selected felony cases. The Department of Social Services will oversee the County's support.

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.

**Cornell Cooperative Extension Association** (5053) of Broome County teaches youth and adults skills to deal with issues important to today's society: nutrition; family and youth development; agriculture; environment; and quality labor force. Using research and resources from Cornell University, staff and trained volunteers enable learners, through informal hands-on experiences, to decide about and act on information critical to their lives. County funds, as the core of support since 1912, are supplemental with state, federal and grant funds. The association offices are located at 840 Front Street, Binghamton. The County's support will be overseen by the Broome County Youth Bureau.

The **Discovery Center** (5011) Provides school and public programs, after school programs such as Broome County JIS, Boy's choir, Early Childhood adventures, Broome County/City event participation, rural Education Outreach, Health Awareness, interactive exhibit, BOOKS participation, partnership w/ Binghamton University Jr. Bearcats, Museum to You mobile unit, satellite museum exhibit at Greater Binghamton Airport, Boy and Girl Scouting, and mentoring. The center is also the host site for many public programs. The County support will be overseen by the Broome County Youth Bureau.

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.

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:91 OTHER-CONTRACTUAL AGENCIES

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :01 TAX ITEMS							
0006	HOTEL/MOTEL OCCUPANCY TAX	990,690	780,000	532,298	1,330,000	1,330,000	1,330,000
CHARACTER 01 SUBTOTAL		990,690	780,000	532,298	1,330,000	1,330,000	1,330,000
TYPE R SUBTOTAL		990,690	780,000	532,298	1,330,000	1,330,000	1,330,000
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4462	TRAVEL HOTEL AND MEALS	506					
5008	BROOME COUNTY ARTS COUNCIL	193,925	193,925	96,963	193,925	175,000	180,351
5011	DISCOVERY CENTER	13,466					
5019	BROOME COUNTY BICENTENNIAL	19,641					
5051	BROOME COUNTY HISTORICAL SOCIETY	35,000	35,000	35,000	32,710		32,550
5053	BROOME CO COOP EXT ASSN	433,913					
5054	SOIL CONSERVATION SERVICE	84,000	84,000	63,000	105,000	75,000	78,120
5057	ACCORD DISPUTE RESOLUTION CENTER	11,861					
5060	CONVENTION BUREAU	400,000	425,000	318,750	575,000	400,000	400,000
5062	FOUR COUNTY LIBRARY SYSTEM	39,900	39,900	39,900	50,000		37,000
5063	AID TO LOCAL LIBRARIES	343,268	602,938	362,038	525,000	525,000	559,860
5064	SO TIER ZOOLOGICAL SOC	366,250	366,250	274,688	375,000	350,000	375,000
5068	MARKETING/ECONOMIC DEVELOPMENT				125,000	125,000	225,000
5080	OPPORTUNITIES FOR BROOME	38,592					
5083	GBC GREATER BINGHAMTON COALITION				100,000	100,000	
5084	BROWNFIELD REMEDIATION MUNICIPALITY				225,000	225,000	225,000
CHARACTER 40 SUBTOTAL		1,980,322	1,747,013	1,190,339	2,306,635	1,975,000	2,112,881
TYPE X SUBTOTAL		1,980,322	1,747,013	1,190,339	2,306,635	1,975,000	2,112,881
DEPARTMENT 91 SUBTOTAL		-989,632	-967,013	-658,041	-976,635	-645,000	-782,881

## **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, Capital Note, Budget 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 Complex Project through **Certificates of Participation** (COP's) is provided for in this budget.

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:92 DEBT SERVICE

SUBJECT	SUBJECT TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0217	PREMIUM & ACCRUED INT ON OBLIGATION	41,656					
0233	EARNINGS ON TEMPORARY INVESTMENTS	255,766					
0613	TRANSFER OF COPS RESERVE	209,924	207,005	105,171	207,005	207,005	207,005
CHARACTER 07 SUBTOTAL		507,346	207,005	105,171	207,005	207,005	207,005
TYPE R SUBTOTAL		507,346	207,005	105,171	207,005	207,005	207,005
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4721	ACCTG AND COST ALLOCATION SERVICES			6,000			
4723	BOND AND NOTE ISSUE EXPENSE	25,335	60,000	29,800	75,000	75,000	75,000
CHARACTER 40 SUBTOTAL		25,335	60,000	35,800	75,000	75,000	75,000
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS	707,500	1,079,638	1,079,638	1,120,698	1,120,698	1,120,698
6001	PRINCIPAL ON BANS		559,214	559,214	668,519	668,519	668,519
CHARACTER 60 SUBTOTAL		707,500	1,638,852	1,638,852	1,789,217	1,789,217	1,789,217
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	642,327	676,293	575,078	636,658	636,658	636,658
7001	INTEREST ON BANS		199,021	199,020	201,557	201,557	201,557
7006	INTEREST ON COPS	847,613	847,613	423,806	847,613	847,613	847,613
CHARACTER 70 SUBTOTAL		1,489,940	1,722,927	1,197,904	1,685,828	1,685,828	1,685,828
TYPE X SUBTOTAL		2,222,775	3,421,779	2,872,556	3,550,045	3,550,045	3,550,045
DEPARTMENT 92 SUBTOTAL		-1,715,429	-3,214,774	-2,767,385	-3,343,040	-3,343,040	-3,343,040

## 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 - the Summary by Funds** (immediately following the Budget Message).

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	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0232	UNUSED CAPITAL FUND	357,557		282,374			
CHARACTER 07	SUBTOTAL	357,557		282,374			
TYPE R	SUBTOTAL	357,557		282,374			
CHARACTER :90	TRANSFERS						
9006	TRANSFER TO ENTERPRISE FUND	4,095,876	3,182,214	3,182,214	2,375,412	2,375,412	2,375,412
9007	CONTR TO COMM COLLEGE	362,863					
9008	TRANSFER TO TAX STABILIZATION FUND	1,577,993					
9009	TRANSFERS TO SPECIAL REVENUE FUND	9,765,313	10,626,980	10,626,980	11,438,487	11,438,487	11,419,845
9013	TRANSFER TO INTERNAL SERVICES			18,000			
CHARACTER 90	SUBTOTAL	15,802,045	13,809,194	13,827,194	13,813,899	13,813,899	13,795,257
TYPE X	SUBTOTAL	15,802,045	13,809,194	13,827,194	13,813,899	13,813,899	13,795,257
DEPARTMENT 93	SUBTOTAL	-15,444,488	-13,809,194	-13,544,820	-13,813,899	-13,813,899	-13,795,257
SUBFUND 101	SUBTOTAL	47,085,791	41,777,238	33,222,484	48,151,326	50,640,351	50,713,450

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## **CAPITAL BUDGET**

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## **CAPITAL BUDGET**

## 2008 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						
AVIATION											
HANGAR RENOVATIONS This project will consist of refurbishing the high bay doors, along with the utility and security equipment found in the three (3) major hangar buildings at the Greater Binghamton Airport. The buildings range from fifteen to forty years in age and are becoming maintenance issues. Receiving State Grant	\$360,000	\$0	\$300,000	\$60,000	\$0	\$360,000	\$7,770	10	14	0.0141 %	
TAXIWAY REHABILITATION - CONSTRUCTION This project will implement the construction portion of the taxiway rehabilitation project, designed in 2006. The rehabilitation will include an asphalt overlay, taxiway realignment with the development of a new parallel taxiway, drainage improvements, seal coating and new paint markings. This project will correct any pavement inadequacies, which will offer safer movement surfaces to the users of the airport. Receipt of federal, state grants.	\$3,000,000	\$2,475,987	\$63,487	\$0	\$460,526	\$3,000,000	\$0	10	14	0.0000 %	
AVIATION 2008 Total	\$3,360,000	\$2,475,987	\$363,487	\$60,000	\$460,526	\$3,360,000	\$7,770			0.0141 %	

***“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.***

## 2008 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</i>					
<i>BCC</i>										
ENERGY MANAGEMENT IMPROVEMENTS The campus is in need of energy management improvements. Cooling and heating efficiencies improve with control of temperatures, equipment monitoring, set backs, building improvements and economizer cycles. The College currently is manually operating 11 of its 13 structures requiring constant visits to each building and no warnings of current or pending problems. Energy management needs will be studied, assessed and provided.	\$207,000	\$0	\$103,500	\$103,500	\$0	\$207,000	\$23,906	5	35	0.0432 %
ROOF REPLACEMENT PHASE II Replace roof installed in 1978 and scheduled by Broome County's DPW for replacement in 1993. Some maintenance efforts are rapidly increasing. Asbestos abatement is part of removal. Leaks continue to develop. Repairs are difficult. Walking on surfaces regularly causes further problems. Cost avoided in patching and repairs.	\$621,000	\$0	\$310,500	\$310,500	\$0	\$621,000	\$29,914	15	12 (2)	0.0541 %
WEST GYM BLEACHERS BCC's West Gym bleachers are original from 1955. Components have deformed and operational difficulties have made use more difficult. New bleachers will provide safety features associated with use and operations that do not exist in the original bleachers.	\$260,000	\$0	\$130,000	\$130,000	\$0	\$260,000	\$30,027	5	32	0.0543 %
BCC 2008 Total	\$1,088,000	\$0	\$544,000	\$544,000	\$0	\$1,088,000	\$83,847			0.1516 %

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## 2008 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						
DPW - ENGINEERING											
UPGRADE WATERSHED DAM 23 (SAVIN-2) US Dept. of Agriculture has prepared plans and specifications for upgrading Watershed Dam #23 (Airport Rd. south of Lewis Rd.) to meet new federal standards. Project funded 75% federal, 25% County. County to up-front entire project cost. Required by Federal government.	\$1,000,000	\$750,000	\$0	\$250,000	\$0	\$1,000,000	\$32,376	10	3	0.0585	%
WATERSHED REGULATORY COMPLIANCE PART 1 Retain consultant to prepare O&M Plan, certification/dam safety inspection, Engineer's Assessment and the Emergency Action plan for the first 5 of the County's 23 flood protection dams (watersheds). These reports will be required by 2007 revisions to New York's Dam Safety Rules(NYCRR Part 673). The County is subject to fines if not completed in a timely manner.	\$150,000	\$0	\$0	\$150,000	\$0	\$150,000	\$19,426	10	3	0.0351	%
DPW - ENGINEERING 2008 Total	\$1,150,000	\$750,000	\$0	\$400,000	\$0	\$1,150,000	\$51,802			0.0937	%

*“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.*

## 2008 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						
DPW - ENGINEERING B&G											
COUNTY BUILDING RENOVATIONS Purchase materials and supplies for unanticipated repairs/modification to County buildings due to unforeseen situations of code compliance, office renovations, structural features and material failures.	\$150,000	\$0	\$0	\$150,000	\$0	\$150,000	\$34,646	5	35	0.0627	%
PETROLEUM BULK STORAGE Corrections of observed spill prevention control and counter measures(SPCI) Plant deficiencies as required by updated USEPA regulations (40 CFR Part 112) for petroleum bulk storage facilities at Aviation, Solid Waste, Parks, Fleet and Highways. Project partially funded in 2007.	\$250,000	\$0	\$0	\$250,000	\$0	\$250,000	\$57,744	5	32	0.1044	%
PUBLIC SAFETY FACILITY REPAIRS/RENOVATIONS Funds unanticipated repairs/renovations/maintenance at the Public Safety Facility to better maintain operations.	\$75,000	\$0	\$0	\$75,000	\$0	\$75,000	\$17,323	5	35	0.0313	%
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 roofs to reduce damage caused by leaks.	\$100,000	\$0	\$0	\$100,000	\$0	\$100,000	\$9,634	15	12 (2)	0.0174	%
DPW - ENGINEERING B&G 2008 Total	\$575,000	\$0	\$0	\$575,000	\$0	\$575,000	\$119,347			0.2158	%

*“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.*

## 2008 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						
DPW - HIGHWAYS											
HIGHWAY FIRE ALARM SUPRESSION SYSTEM Purchase of fire supression and alarm system for safety reasons. The Highway garage currently has no alarm system in the garage area.	\$36,000	\$0	\$0	\$36,000	\$0	\$36,000	\$4,662	10	56	0.0084 %	
HIGHWAY RECONSTRUCTION/REHABILITATION Reconstruct County highways as needed based on pavement condition, sufficiency and priority.	\$1,750,000	\$0	\$0	\$1,750,000	\$0	\$1,750,000	\$168,599	15	20c	0.3049 %	
DPW - HIGHWAYS 2008 Total											0.3133 %
DPW - HIGHWAYS 2008 Total											
DPW - HIGHWAYS/ENGINEERING/BRIDGES											
COLESVILLE RD. BRIDGE REPLACEMENT Construction phase of Colesville Rd Bridge (BIN#3349200) based on bi-annual ratings/inspections. County to up-front entire project amount. Final cost to County is \$250,000, Federal reimbursement \$1,000,000. 15% State aid may be granted at a later date.	\$1,250,000	\$1,000,000	\$0	\$250,000	\$0	\$1,250,000	\$24,061	20	10	0.0435 %	
UNANTICIPATED BRIDGE REPAIRS Replace/rehabilitate unanticipated (including structural safety flags) County owned bridges based on bi-annual ratings. This is a safety issue.	\$250,000	\$0	\$0	\$250,000	\$0	\$250,000	\$20,061	20	10	0.0363 %	
DPW - HIGHWAYS/ENGINEERING/BRIDGES 2008 Total											0.0798 %
DPW - HIGHWAYS/ENGINEERING/BRIDGES 2008 Total											
DPW - HIGHWAYS/ROAD MACHINERY											
HIGHWAY EQUIPMENT REPLACEMENT Replace road maintenance and snow removal equipment as necessary.	\$915,000	\$0	\$0	\$915,000	\$0	\$915,000	\$88,153	15	28	0.1594 %	
DPW - HIGHWAYS/ROAD MACHINERY 2008 Total											0.1594 %
DPW - HIGHWAYS/ROAD MACHINERY 2008 Total											

*“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.*

## 2008 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						
INFORMATION TECHNOLOGY											
NETWORK SWITCHES & PC REPLACEMENT Partial replacement of almost 100 outdated and unsupported network switches that allow for the connections of all County offices to the network. Replacement of outdated PC's, servers, communications equipment, firewalls and printers. Implement newer technologies that allow the County to be more efficient and support shared services.	\$805,000	\$0	\$0	\$805,000	\$0	\$805,000	\$185,935	5	32	0.3362	%
INFORMATION TECHNOLOGY 2008 Total	\$805,000	\$0	\$0	\$805,000	\$0	\$805,000	\$185,935			0.3362	%
PARKS & RECREATION											
GREENWOOD COMBINATION Construct combination concession building and recreation facility (Class C) at Greenwood Park to increase patrons, improve revenue opportunities and provide campers with opportunities for indoor recreation during inclement weather. All projects will be complete within fiscal year.	\$200,000	\$0	\$0	\$200,000	\$0	\$200,000	\$19,268	15	19 c	0.0348	%
PARKS EQUIPMENT REPLACEMENT Replace based upon use and age, operating and maintenance equipment. Complete within the fiscal year and with no stated impact upon operating budget. Two (2) pieces of equipment.	\$75,000	\$0	\$0	\$75,000	\$0	\$75,000	\$7,226	15	28	0.0131	%
PARKS & RECREATION 2008 Total	\$275,000	\$0	\$0	\$275,000	\$0	\$275,000	\$26,494			0.0479	%

***“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.***

## 2008 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					
PARKS & RECREATION/ARENA										
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.	\$100,000	\$0	\$0	\$100,000	\$0	\$100,000	\$23,097	5	35	0.0418 %
ARENA ROOF SYSTEMS REPAIR/RESURFACING Roof resurfacing, including power wash, applying fabric to all seams, prime entire roof area and apply coating, remove skylight and improve roof drainage. Damages to Arena contents from roof leaks will continue until major repairs are completed.	\$200,000	\$0	\$0	\$200,000	\$0	\$200,000	\$46,195	5	35	0.0835 %
ARENA SPOTLIGHTS Update aged (1973) spotlight system by replacing 2 out of 6 existing with new state-of-the-art spotlights. These lights are necessary to attract quality shows and provide reliable product. Complete within fiscal period with no stated impact upon operating budget.	\$30,000	\$0	\$0	\$30,000	\$0	\$30,000	\$6,929	5	32	0.0125 %
PARKS & RECREATION/ARENA 2008 Total	\$330,000	\$0	\$0	\$330,000	\$0	\$330,000	\$76,222			0.1378 %

*“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.*

## 2008 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					
PARKS & RECREATION/FORUM										
FORUM MARQUEE Installation of state of the art LED panel marquee to promote Forum events. Current marquee is outdated and has deteriorated past the point of repair.	\$65,000	\$0	\$32,500	\$32,500	\$0	\$65,000	\$7,507	5	32	0.0136 %
FORUM REPAIRS/RENOVATIONS Repairs, renovations including new bathrooms and systematic maintenance at the Forum to better maintain operation and the facility. The facility has not been maintained adequately.	\$190,000	\$0	\$95,000	\$95,000	\$0	\$190,000	\$21,943	5	35	0.0397 %
FORUM SOUND SYSTEM Upgrade existing sound system to meet the necessary capacities required by today's performers/shows etc. including for use by the hearing impaired.	\$80,000	\$0	\$40,000	\$40,000	\$0	\$80,000	\$9,239	5	32	0.0167 %
INCREASE RIGGING LOAD CAPACITY Delta Engineering is conducting a study to determine the load capacity of the current rigging system. This capital request is being submitted in anticipation of Delta's study indicating that the current capacity is insufficient to meet the needs of this facility. This is a safety issue.	\$50,000	\$0	\$0	\$50,000	\$0	\$50,000	\$11,549	5	32	0.0209 %
PARKS & RECREATION/FORUM 2008 Total	\$385,000	\$0	\$167,500	\$217,500	\$0	\$385,000	\$50,237			0.0908 %

***“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.***

## 2008 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						
PUBLIC TRANSPORTATION (Transit)											
FLEET SERVICING EQUIPMENT UPGRADE Some of the equipment used to fuel and clean the fleet have outlived their useful life.	\$248,000	\$0	\$248,000	\$0	\$0	\$248,000	\$0	5	32	0.0000	%
PARKING LOT ENHANCEMENTS Resurfacing existing lot and install new lot south yard.	\$107,000	\$0	\$107,000	\$0	\$0	\$107,000	\$0	10	20	0.0000	%
PARKING SHELTER FOR PARATRANSIT FLEET In order to extend the useful life of the paratransit fleet a shelter needs to be built.	\$120,000	\$0	\$120,000	\$0	\$0	\$120,000	\$0	25	11(b)	0.0000	%
PUBLIC TRANSIT FACILITY IMPROVEMENTS Building refurbishment and needed replacement of Overhead door, upgrade of security system and new phone system.	\$332,730	\$0	\$332,730	\$0	\$0	\$332,730	\$0	5	35	0.0000	%
STORAGE FACILITY HEATING SYSTEM The heating system in the storage facility has outlived its useful life and needs to be replaced.	\$87,000	\$0	\$87,000	\$0	\$0	\$87,000	\$0	10	13	0.0000	%
SUPPORT VEHICLE REPLACEMENT Purchase one service truck, two cars and two vans.	\$151,000	\$0	\$151,000	\$0	\$0	\$151,000	\$0	5	29	0.0000	%
SUPPORT VEHICLE STORAGE A pole barn with cement floor for the support vehicles to be stored. This will extend the life of these vehicles.	\$170,000	\$0	\$170,000	\$0	\$0	\$170,000	\$0	25	11 (b)	0.0000	%
PUBLIC TRANSPORTATION (Transit) 2008 Total	\$1,215,730	\$0	\$1,215,730	\$0	\$0	\$1,215,730	\$0			0.0000	%

*“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.*

## *2008 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					
SHERIFF-ROAD PATROL										
PORTABLE RADIO REPLACEMENT Current portable radios in both the Highway Patrol and Detective Division are outdated and ineffective.	\$30,045	\$0	\$0	\$30,045	\$0	\$30,045	\$3,891	10	25	0.0070 %
SHERIFF-ROAD PATROL 2008 Total	\$30,045	\$0	\$0	\$30,045	\$0	\$30,045	\$3,891			0.0070 %

*“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.*

## 2008 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					
SOLID WASTE MANAGEMENT										
COLESVILLE LANDFILL REMEDIATION (PART 2) Continue operational and maintenance of the groundwater treatment system, monitoring and testing of groundwater contaminant levels at the hazardous waste landfill, in accordance with the 1991 USEPA record of Decision and NYSDEC Consent Agreement as amended. Provides funds for the years 2008-2010. Existing Capital #501502 was exhausted in 2006.	\$100,000	\$0	\$50,000	\$50,000	\$0	\$100,000	\$3,548	25	6	0.0064 %
DESIGN SECT III CLOSURE Design Section III closure of the landfill per Part 360 Regulations.	\$275,000	\$0	\$0	\$0	\$275,000	\$275,000	\$0	5	62	0.0000 %
LANDFILL EQUIPMENT Purchase (1) pick-up truck, (1) roll-off truck and (1) bulldozer D-6. Revised equipment list.	\$440,000	\$0	\$110,000	\$0	\$330,000	\$440,000	\$0	10	6	0.0000 %
LANDFILL RAIN CAP SECT IV Purchase a Rain Cap for Section IV of the landfill to decrease the infiltration of water into the landfill that decreases the quality of leachate.	\$200,000	\$0	\$0	\$0	\$200,000	\$200,000	\$0	20	6 a	0.0000 %
PILOT FOOD COMPOSTING PROGRAM Develop a small scale food composting program.	\$50,000	\$0	\$0	\$0	\$50,000	\$50,000	\$0	20	6 a	0.0000 %
SCALE HOUSE ROAD AND FACILITY Construct a new scale house facility, well/septic, scales convenience center, entrance road and paved areas etc. to improve efficiency and customer service by moving scales closer to the active landfill. Revised project title description and increase in cost The final location of the landfill entrance which will be determined following SEIS.	\$2,000,000	\$0	\$500,000	\$0	\$1,500,000	\$2,000,000	\$0	25	6	0.0000 %

**“Property Tax” is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.**

## 2008 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</i>					
SOLID WASTE MANAGEMENT PLAN UPDATE Update the Solid Waste Management for the County as per Part 360 Regulations.	\$250,000	\$0	\$0	\$0	\$250,000	\$250,000	\$0	5	62	0.0000 %
<b>SOLID WASTE MANAGEMENT 2008 Total</b>	<b>\$3,315,000</b>	<b>\$0</b>	<b>\$660,000</b>	<b>\$50,000</b>	<b>\$2,605,000</b>	<b>\$3,315,000</b>	<b>\$3,548</b>			<b>0.0064 %</b>
<b>WPNH</b>										
HVAC REPAIRS Replace heating, ventilation and air conditioning components.	\$125,000	\$0	\$0	\$125,000	\$0	\$125,000	\$16,188	10	13	0.0293 %
PURCHASE KIOSK STATIONS These care tracker kiosks collect charting data through touch-screen devices that encourage direct-care staff to document all the care they provide. The data collected significantly contributes to RUG calculations- the scoring system used for payment of Medicare.	\$80,000	\$0	\$0	\$80,000	\$0	\$80,000	\$18,478	5	32	0.0334 %
RESIDENT FURNITURE & ROOM CARE EQUIPMENT Replace resident furniture and resident room care equipment through out the building where needed.	\$40,000	\$0	\$0	\$40,000	\$0	\$40,000	\$9,239	5	32	0.0167 %
WPNH RENOVATIONS AND REPAIRS Replacement of interior & exterior doors associated with access control equipment throughout the building. Access control to include but not limited to Wanderguard Systems. Patient safety issue. Purchase materials and supplies for repairs and modifications to facility.	\$195,000	\$0	\$0	\$195,000	\$0	\$195,000	\$45,040	5	35	0.0814 %
<b>WPNH 2008 Total</b>	<b>\$440,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$440,000</b>	<b>\$0</b>	<b>\$440,000</b>	<b>\$88,945</b>			<b>0.1608 %</b>
<b>2008 CAPITAL PROGRAM GRAND TOTAL</b>	<b>\$17,169,775</b>	<b>\$4,225,987</b>	<b>\$2,950,717</b>	<b>\$6,927,545</b>	<b>\$3,065,526</b>	<b>\$17,169,775</b>	<b>\$1,003,573</b>			<b>1.8148 %</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.*

## **SUMMARY OF DEBT**

**SUMMARY OF DEBT**  
as of December 31, 2007

	<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	\$ 828,400	\$ 3,602,270	\$ -	\$ 4,430,670	4.9%
All Other General Fund	\$ 4,210,526	12,070,992	16,145,000	32,426,518	35.5%
Total General Fund	5,038,926	15,673,262	16,145,000	36,857,188	40.4%
Aviation	329,250	814,809		1,144,059	1.3%
Central Foods	774,737	138,685		913,422	1.0%
County Road	11,001,469	11,670,192		22,671,661	24.8%
Fleet Management	275,000	776,461		1,051,461	1.2%
Library	131,933	33,097		165,030	0.2%
Road Machinery	607,468	2,162,847		2,770,315	3.0%
Solid Waste	906,750	20,653,343		21,560,093	23.6%
Transit	1,204,967	129,366		1,334,333	1.5%
Veterans' Arena	239,500	155,425		394,925	0.4%
Willow Point Nursing Facility	790,000	1,686,213		2,476,213	2.7%
<b>Total</b>	<b>\$ 21,300,000</b>	<b>\$ 53,893,700</b>	<b>\$ 16,145,000</b>	<b>\$ 91,338,700</b>	<b>100.0%</b>

## Schedule B

## HISTORY OF DEBT SERVICE

	2004 Actual Payments	2005 Actual Payments	2006 Actual Payments	2007 Budget Adopted	2008 Budget Recommended
General Fund					
Community College	\$ 374,790	\$ 373,867	\$ 398,514	\$ 574,115	\$ 569,064
All Other General Fund	1,814,261	2,138,940	2,197,440	2,787,664	2,905,983
Total General Fund	<u>2,189,051</u>	<u>2,512,807</u>	<u>2,595,954</u>	<u>3,361,779</u>	<u>3,475,047</u>
Arena	24,672	24,243	23,830	59,190	78,408
* Aviation	167,293	121,775	99,948	106,573	125,508
* Central Food and Nutrition Services	51,350	-	16,160	207,460	132,663
County Road	716,477	935,967	1,318,248	1,870,452	2,568,109
* Fleet Management	-	106,000	90,473	206,105	228,266
Library	20,246	19,858	3,857	44,672	40,819
Road Machinery	130,720	150,823	246,276	248,629	314,064
* Solid Waste	3,483,952	3,053,907	3,308,957	3,425,531	3,008,797
* Transit	36,336	37,527	14,965	310,922	104,975
* Willow Point Nursing Facility	222,971	399,319	336,990	429,725	286,688
<b>Total</b>	<u><u>\$ 7,043,068</u></u>	<u><u>\$ 7,362,226</u></u>	<u><u>\$ 8,055,658</u></u>	<u><u>\$ 10,271,038</u></u>	<u><u>\$ 10,363,344</u></u>

\* In the Proprietary funds principal charges, included here for comparison, reduce liabilities and are not an expense.

## Serial Bonds

Summary of Serial Bond Issues	2008 Principal Beginning Balance	Principal Payment	Interest Payments		2008 Principal Ending Balance
			First	Second	
General Fund					
Community College	\$ 3,602,270	\$ 250,459	\$ 76,812	\$ 72,156	\$ 3,351,811
All Other General Fund	12,070,992	870,239	251,887	235,803	11,200,753
Total General Fund	<u>15,673,262</u>	<u>1,120,698</u>	<u>328,699</u>	<u>307,959</u>	<u>14,552,564</u>
Aviation	814,809	70,310	15,751	14,560	744,499
Central Food and Nutrition Services	138,685	11,395	2,646	2,439	127,290
County Road	11,670,192	869,737	238,474	222,482	10,800,455
Fleet Management	776,461	63,798	14,812	13,655	712,663
Library	33,097	2,719	631	582	30,378
Road Machinery	2,162,847	165,400	43,448	40,418	1,997,447
Solid Waste Management	20,653,343	2,036,849	443,414	402,724	18,616,494
Transit	129,366	10,395	2,509	2,320	118,971
Veterans' Arena	155,425	16,152	3,572	3,203	139,273
Willow Point Nursing Facility	1,686,213	130,147	33,660	31,280	1,556,066
<b>Total</b>	<u><b>\$ 53,893,700</b></u>	<u><b>\$ 4,497,600</b></u>	<u><b>\$ 1,127,616</b></u>	<u><b>\$ 1,041,622</b></u>	<u><b>\$ 49,396,100</b></u>
Total 2008 Serial Bond Principal Payment	\$ 4,497,600				
Total 2008 Serial Bond Interest Payment	2,169,238				
2008 Serial Bonds Grand Total	<u>\$ 6,666,838</u>				

**Serial Bonds**

**1989 Issue (Matures 2008)**

	2008 Beginning Balance	Principal Payment	Interest Payments		2008 Ending Balance
			First	Second	
Solid Waste					
Old Nanticoke Landfill	30,000	30,000	1,110		0
Nanticoke Landfill	72,100	72,100	2,668		0
Total Solid Waste Management	102,100	102,100	3,778	0	0
<b>Total 1989 Issue</b>	<b>\$ 102,100</b>	<b>\$ 102,100</b>	<b>\$ 3,778</b>	<b>\$ -</b>	<b>\$ -</b>

**Serial Bonds**

**1997 Issue (Matures 2016)**

	2008 Beginning Balance	Principal Payment	Interest Payments		2008 Ending Balance
			First	Second	
Veterans' Arena					
Arena Skyboxes	\$ 32,000	\$ 8,000	\$ 864	\$ 648	\$ 24,000
Total Veterans' Arena	32,000	8,000	864	648	24,000
Solid Waste					
Landfill Improvements	146,000	73,000	3,942	1,971	73,000
Leachate Storage Tanks	2,400	2,400	65	-	0
Leachate Treatment Facilities	2,032,200	230,100	54,869	48,657	1,802,100
House Hazardous Waste/Maint	270,000	30,000	7,290	6,480	240,000
Landfill Gas Recovery Facility	240,000	24,000	6,480	5,832	216,000
Leachate Storage Tank Design	280,000	30,000	7,560	6,750	250,000
Landfill Buffer Purchase	259,000	28,000	6,993	6,237	231,000
Total Solid Waste	3,229,600	417,500	87,199	75,927	2,812,100
<b>Total 1997 Issue</b>	<b>\$ 3,261,600</b>	<b>\$ 425,500</b>	<b>\$ 88,063</b>	<b>\$ 76,575</b>	<b>\$ 2,836,100</b>

## Serial Bonds

## 2002 Issue (Matures 2019)

	2008 Beginning Balance	Principal Payment	Interest Payments		2008 Ending Balance
			First	Second	
<b>General Fund</b>					
Community College					
Student Activities/Athletic Facility	\$ 2,824,338	\$ 186,540	\$ 61,972	\$ 58,475	\$ 2,637,798
<b>All Other General Fund</b>					
Public Safety Facility	332,349	21,951	7,292	6,881	310,398
Renovation/Construction Annex	5,242,319	346,240	115,028	108,536	4,896,079
Reconstruct Gov't Plaza Deck	708,717	46,809	15,551	14,673	661,908
Network Upgrade & Equipment Replacement	82,717	5,463	1,815	1,713	77,254
DMV Building Acquisition	127,890	8,447	2,806	2,648	119,443
COB Elevator Upgrade	138,851	9,171	3,047	2,875	129,680
COB Fire Alarm System Replacement	208,277	13,756	4,570	4,312	194,521
Forum Roof System Replacement	701,974	46,363	15,403	14,534	655,611
Total Other General Fund	7,543,094	498,200	165,512	156,172	7,044,894
Total General Fund	10,367,432	684,740	227,484	214,647	9,682,692
<b>County Road</b>					
Highway Reconstruction/Rehabilitation	1,361	90	30	28	1,271
Highway Reconstruction/Rehabilitation	104,429	6,897	2,291	2,162	97,532
Bridge Cleaning & Painting	70,096	4,630	1,538	1,451	65,466
Bridge Reconstruction/Rehabilitation	250,782	16,563	5,503	5,192	234,219
Highway Reconstruction	207,473	13,702	4,552	4,296	193,771
Highway Reconstruction/Rehabilitation	1,163,288	76,832	25,525	24,085	1,086,456
Highway Reconstruction/Rehabilitation	1,234,238	81,518	27,082	25,554	1,152,720
Federal Bridge Aid Program	1,110,816	73,366	24,374	22,998	1,037,450
Highway Reconstruction/Rehabilitation	1,388,518	91,708	30,467	28,748	1,296,810
Total County Roads	5,531,001	365,306	121,362	114,514	5,165,695
<b>Road Machinery</b>					
Highway Maintenance Facility	277,064	18,299	6,079	5,736	258,765
Highway Equipment Replacement	114,882	7,588	2,521	2,379	107,294
Highway Equipment Replacement	371,866	24,561	8,160	7,699	347,305
Total Road Machinery	763,812	50,448	16,760	15,814	713,364
<b>Veterans' Arena</b>					
Arena Improvements	123,425	8,152	2,708	2,555	115,273
Total Veterans' Arena	123,425	8,152	2,708	2,555	115,273

**Serial Bonds**

**2002 Issue (Matures 2019) Continued**

	2008 Beginning Balance	Principal Payment	Interest Payments		2008 Ending Balance
			First	Second	
<b>Transit</b>					
Transit Coach Replacement	14,531	960	319	301	13,571
Total Transit	14,531	960	319	301	13,571
<b>Willow Point</b>					
Elevator Renovation	49,370	3,261	1,083	1,022	46,109
Parking Lot Construction	319,530	21,104	7,011	6,616	298,426
Roof Repairs And Renovation	9,406	621	206	195	8,785
Resident Lift Program Equipment	61,710	4,076	1,354	1,278	57,634
WPNH Building Feasibility Study	81,252	5,367	1,783	1,682	75,885
Total Willow Point	521,268	34,429	11,437	10,793	486,839
<b>Solid Waste</b>					
Leachate Treatment Facility	35,579	2,350	781	737	33,229
Landfill Gas Recovery System	121,668	8,036	2,670	2,519	113,632
Leachate Storage Tank Design	17,380	1,148	381	360	16,232
Landfill Water Supply	4,504,415	297,504	98,837	93,259	4,206,911
Landfill Public Sewer System	366,415	24,201	8,040	7,586	342,214
Salt/Sand Storage Facility	101,031	6,673	2,217	2,092	94,358
Landfill Equipment	759,674	50,174	16,669	15,728	709,500
Landfill New Construction	1,465,659	96,803	32,160	30,345	1,368,856
Total Solid Waste	7,371,821	486,889	161,755	152,626	6,884,932
<b>Aviation</b>					
Airport Utility Enhancement	61,710	4,076	1,354	1,278	57,634
Total Aviation	61,710	4,076	1,354	1,278	57,634
<b>Total 2002 Issue</b>	<b>\$ 24,755,000</b>	<b>\$ 1,635,000</b>	<b>\$ 543,179</b>	<b>\$ 512,528</b>	<b>\$ 23,120,000</b>

## Serial Bonds

## 2004 Issue (Matures 2016)

	2008 Beginning Balance	Principal Payment	Interest Payments		2008 Ending Balance
			First	Second	
Solid Waste					
Nanticoke Landfill	\$ 581,678	\$ 75,067	\$ 11,334	\$ 10,647	\$ 506,611
Install Leachate Storage	330,497	53,619	6,440	5,819	276,878
Nanticoke Improvements	1,162,739	253,084	22,656	19,118	909,655
Compost Station	74,298	7,647	1,448	1,401	66,651
Total Solid Waste	2,149,212	389,417	41,878	36,985	1,759,795
Aviation					
Runway Extension 16-34	75,788	10,583	1,477	1,370	65,205
Total Aviation	75,788	10,583	1,477	1,370	65,205
Total 2004 Issue	<u>\$ 2,225,000</u>	<u>\$ 400,000</u>	<u>\$ 43,355</u>	<u>\$ 38,355</u>	<u>\$ 1,825,000</u>

**Serial Bonds**

**2005 Issue (Matures 2017)**

	2008 Beginning Balance	Principal Payment	Interest Payments		2008 Ending Balance
			First	Second	
<b>General Fund</b>					
<b>Community College</b>					
Student Activities/Athletic Facility	\$ 305,961	\$ 25,140	\$ 5,837	\$ 5,381	\$ 280,821
Roof Replacement Phase I	288,324	23,690	5,500	5,071	264,634
Original Boiler Replacement Phase I	183,647	15,089	3,503	3,230	168,558
<b>Total Community College</b>	<b>777,932</b>	<b>63,919</b>	<b>14,840</b>	<b>13,682</b>	<b>714,013</b>
<b>All Other General Fund</b>					
COB Elevator Controls Upgrade	116,191	9,547	2,216	2,043	106,644
COB Fire Alarm System Replacement	183,682	15,092	3,504	3,230	168,590
Communications Van Replacement	39,454	3,242	753	694	36,212
Parks Equipment Replacement	130,540	10,726	2,490	2,296	119,814
Federal EPA Oil Spill Plan Compliance	123,669	10,161	2,359	2,175	113,508
County Buildings Renovations	198,753	16,331	3,791	3,495	182,422
Microwave System Replacement	494,674	40,645	9,436	8,700	454,029
Computer Equipment Replacement Phase IV	335,672	27,581	6,403	5,903	308,091
Watershed Reconstruction Repair	66,251	5,444	1,264	1,165	60,807
County Buildings Renovations	220,837	18,145	4,213	3,884	202,692
COB - Parking Area Repairs - Design Phase	154,586	12,702	2,949	2,719	141,884
Systematic Roof Replacement At County Facilities	530,007	43,549	10,110	9,321	486,458
Vehicle Locator System	309,171	25,403	5,898	5,437	283,768
Computer Equipment Replacement & Update Technology	675,759	55,524	12,891	11,884	620,235
Grippen Ice Rink Rehabilitation	88,335	7,258	1,685	1,554	81,077
Parks Equipment Replacement	163,419	13,427	3,117	2,874	149,992
Parks Playground Equipment and Shelters	132,502	10,887	2,528	2,330	121,615
Parks Surface Rehabilitation	150,168	12,339	2,865	2,641	137,829
Emergency Surveillance Equipment Improvements	45,253	3,718	863	796	41,535
Electronic Document Mgt. System - DSS	211,738	17,398	4,039	3,724	194,340
County Buildings Renovations Equipment	53,001	4,355	1,011	933	48,646
Western Broome Senior Citizen Center	104,236	8,565	1,988	1,833	95,671
<b>Total Other General Fund</b>	<b>4,527,898</b>	<b>372,039</b>	<b>86,373</b>	<b>79,631</b>	<b>4,155,859</b>
<b>Total General Fund</b>	<b>5,305,830</b>	<b>435,958</b>	<b>101,213</b>	<b>93,313</b>	<b>4,869,872</b>

## Serial Bonds

## 2005 Issue (Matures 2017) Continued

	2008 Beginning Balance	Principal Payment	Interest Payments		2008 Ending Balance
			First	Second	
County Road					
Old Vestal Road Improvement	19,059	1,566	364	335	17,493
Bridge Reconstruction/Rehabilitation	171,934	14,127	3,280	3,024	157,807
Highway Recon./Rehab. Caldwell Hill Rd.	274,221	22,532	5,231	4,823	251,689
Road Reconstruction/Rehabilitation	242,921	19,960	4,634	4,272	222,961
Highway Reconstruction	1,590,905	130,718	30,348	27,979	1,460,187
Hooper Rd. Bridge Reconstruction	795,011	65,323	15,166	13,982	729,688
Lester Ave. Bridge Reconstruction	969,277	79,641	18,490	17,046	889,636
Highway Reconstruction	883,346	72,581	16,851	15,535	810,765
Airport Rd. Bridge Reconstruction	441,673	36,290	8,425	7,768	405,383
Bevier St. Bridge Recon. - Design	441,673	36,290	8,425	7,768	405,383
Bridge Repair and Culvert Replacement/Recon.	220,836	18,145	4,213	3,883	202,691
Colesville Rd./South St. Bridge Replace./Rehab. - Design	88,335	7,258	1,685	1,554	81,077
Total County Roads	6,139,191	504,431	117,112	107,969	5,634,760
Road Machinery					
Highway Equipment Replacement	44,371	3,646	846	780	40,725
Highway Equipment Replacement	346,768	28,492	6,615	6,099	318,276
Highway Equipment Replacement	197,869	16,258	3,775	3,480	181,611
Highway Equipment Replacement	810,027	66,556	15,452	14,246	743,471
Total Road Machinery	1,399,035	114,952	26,688	24,605	1,284,083
Library					
DYNIX Upgrade	33,097	2,719	631	582	30,378
Total Library	33,097	2,719	631	582	30,378
Transit					
Electronic Fare Box Replacement	114,835	9,435	2,191	2,020	105,400
Total Transit	114,835	9,435	2,191	2,020	105,400
Willow Point					
Parking Lot Construction	9,971	819	190	175	9,152
Fire Alarm System	424,006	34,839	8,088	7,457	389,167
Replacement of Chillers and Cooling Towers	139,127	11,431	2,654	2,447	127,696
Generator Replacement	106,001	8,710	2,022	1,864	97,291
Bathing/Toileting Suite Renovations	220,836	18,145	4,213	3,884	202,691
Nurses Stations Renovations	132,502	10,887	2,528	2,330	121,615
WPNH Med Room Renovation	132,502	10,887	2,528	2,330	121,615
Total Willow Point	1,164,945	95,718	22,223	20,487	1,069,227

**Serial Bonds**

**2005 Issue (Matures 2017) Continued**

	2008 Beginning Balance	Principal Payment	Interest Payments		2008 Ending Balance
			First	Second	
<b>Solid Waste</b>					
Landfill Gas Recovery Facility	557,381	45,798	10,633	9,803	511,583
Landfill Public Water Supply	2,201,601	180,896	41,998	38,719	2,020,705
Landfill Public Sewer System	81,654	6,709	1,558	1,436	74,945
Landfill Construction	2,617,306	215,053	49,928	46,030	2,402,253
Partial Landfill Closure	1,749,892	143,781	33,381	30,775	1,606,111
Landfill Equipment Replacement	141,335	11,613	2,696	2,486	129,722
Gas Recovery	220,836	18,145	4,213	3,884	202,691
Landfill Property Acquisition	230,605	18,948	4,399	4,056	211,657
<b>Total Solid Waste</b>	<b>7,800,610</b>	<b>640,943</b>	<b>148,806</b>	<b>137,189</b>	<b>7,159,667</b>
<b>Aviation</b>					
Airport Utility Enhancement	250,413	20,575	4,777	4,404	229,838
Airport Utility Enhancement Project, Phase II	310,544	25,516	5,924	5,461	285,028
Runway 16/34 Rehabilitation - Design	3,726	306	71	66	3,420
Runway 16/34 Rehabilitation - Construction	112,628	9,254	2,148	1,981	103,374
<b>Total Aviation</b>	<b>677,311</b>	<b>55,651</b>	<b>12,920</b>	<b>11,912</b>	<b>621,660</b>
<b>Fleet Management</b>					
Fleet Replacement	176,669	14,516	3,370	3,107	162,153
Fleet Replacement	599,792	49,282	11,442	10,548	550,510
<b>Total Fleet Management</b>	<b>776,461</b>	<b>63,798</b>	<b>14,812</b>	<b>13,655</b>	<b>712,663</b>
<b>Central Foods</b>					
Renovations For Structural Improvements	138,685	11,395	2,646	2,439	127,290
<b>Total Central Foods</b>	<b>138,685</b>	<b>11,395</b>	<b>2,646</b>	<b>2,439</b>	<b>127,290</b>
<b>Total 2005 Issue</b>	<b>\$ 23,550,000</b>	<b>\$ 1,935,000</b>	<b>\$ 449,242</b>	<b>\$ 414,171</b>	<b>\$ 21,615,000</b>

## CERTIFICATES OF PARTICIPATION

	<u>2008 Principal Beginning Balance</u>	<u>Principal Payment</u>	<u>Interest Payments</u>		<u>2008 Principal Ending Balance</u>
			<u>First</u>	<u>Second</u>	
1994 Issue (Matures 2022) General Fund Public Safety Facility	\$ 16,145,000	\$ -	\$ 423,806	\$ 423,806	\$ 16,145,000

Offset by interest earnings on reserve budgeted in subobject 0613.

\$207,005

## Schedule E

## Bond Anticipation Notes

Issue Date 4/18/07

Maturity Date 4/18/08

	Amount Outstanding		Amount Outstanding
All Other General Fund		Solid Waste	
COB - Parking Area Repairs - Design Phase	\$ 150,479	Leachate Recirculation Construction	\$ 96,000
Grippen Ice Rink Rehabilitation	310,077	Landfill Equipment	290,000
Parks Equipment Replacement (2005 CIP)	37,500	Leachate Treatment Plant Outfall	292,000
Watershed Annual Maintenance (2006 CIP)	67,500	SEIS Options For Section IV Access	168,750
County Buildings Renovations (2006 CIP)	180,000	Colesville Landfill Remediation (Part 2)	60,000
County Office Building Carpet	8,864	<b>Total Solid Waste</b>	<b>\$ 906,750</b>
Public Safety Facility	90,000		
Systematic Roof Replacement At County	280,000	Aviation	
Electronic Voting Machines	86,350	Runway 10/28 Safety Area Improvement	\$ 65,250
Fire Radio System Replacement Phase I	450,000	Taxiway Rehabilitation - Design	4,000
Regional Public Safety Training Facility	48,333	Parking Lot Rehabilitation	260,000
Otsiningo Picnic Shelter No. 2	46,667	<b>Total Aviation</b>	<b>\$ 329,250</b>
Parks Equipment Replacement (2006 CIP)	81,000		
Parks Surface Rehabilitation	79,738	County Road	
Forum Repairs/Renovations	72,000	Hooper Road Bridge Reconstruction	\$ 250,000
Equipment Replacement	200,000	Highway Reconstruction	211,111
Watershed Annual Maintenance (2007 CIP)	15,000	Airport Rd. Bridge Reconstruction	536,842
County Buildings Renovations (2007 CIP)	20,000	Colesville Rd./South St. Bridge Replacement/Rehab.-Design	189,474
County Office Building Parking Area	920,000	Highway Reconstruction	1,866,667
Petroleum Storage Regulation Compliance	20,000	Bevier St. Bridge Reconstruction	1,497,375
Public Safety Facility Repairs/Renovations	10,000	Road Reconstruction	4,000,000
Computer Equipment Replacement & Technology Update	400,000	Bridge Reconstruction	2,000,000
Voice Mail System Replacement - Unified	93,839	Highway Reconstruction/Repair	350,000
Parks Equipment Replacement (2007 CIP)	20,000	Repair Highway Culverts & Bridges	100,000
Black Creek Security Update at County Jail	298,179	<b>Total County Road</b>	<b>\$ 11,001,469</b>
Vehicle Replacement	225,000		
<b>Total All Other General Fund</b>	<b>4,210,526</b>	Road Machinery	
		Highway Machinery	\$ 257,468
Community College		Highway Equipment Replacement	350,000
Original Boiler Replacement Phase I	\$ 184,800	<b>Total Road Machinery</b>	<b>\$ 607,468</b>
Technology Initiative	201,600		
Update Master Plan	200,000	Veteran's Arena	
Wales Building Renovation	192,000	Primary Electric Repairs	\$ 67,500
Original Boiler Replacement Phase II	50,000	Repairs/Renovations (2006 CIP)	80,000
<b>Total Community College</b>	<b>828,400</b>	Repairs/Renovations (2007 CIP)	20,000
		Replace Arena Window - Wall At North	72,000
<b>Total General Fund</b>	<b>\$ 5,038,926</b>	<b>Total Veteran's Arena</b>	<b>\$ 239,500</b>
Willow Point Nursing Home		Transit	
New 380 Bed Facility	\$ 580,000	Coach Replacement	
New Electrical Beds	120,000	Intermodal Transit Terminal	1,204,967
WPNH Resident Contained Smoking Area	90,000	<b>Total Transit</b>	<b>\$ 1,204,967</b>
<b>Total Willow Point Nursing Home</b>	<b>\$ 790,000</b>		
		Fleet Management	
Library		DPW - Fleet Replacement (2006 CIP)	\$ 200,000
Computer Replacement - Public - Phase I	\$ 39,200	DPW - Fleet Replacement (2007 CIP)	75,000
Computer Replacement - Staff - Phase I	14,000	<b>Total Fleet Management</b>	<b>\$ 275,000</b>
Computer Replacement - Staff - Phase II	19,097		
Parking Lot Surface Treatment	9,900	Central Foods	
Replacement of Decker Room Carpet	40,800	Equipment Replacement	\$ 694,737
Security Cameras	8,936	Building Reconstruction	80,000
<b>Total Library</b>	<b>\$ 131,933</b>	<b>Total Central Foods</b>	<b>\$ 774,737</b>
		<b>Total Bond Anticipation Notes</b>	<b>\$ 21,300,000</b>

## Schedule F

## Bond Anticipation Notes/Capital Notes Payment Schedule

Project Title	Project	Index	Total BAN 4/18/2007	Principal Paydown 4/18/2008	Interest Due 4/18/2008
General	101000	920041	4,210,526	532,019	168,421.04
General BCC	101000	920041	828,400	136,500	33,136.00
Total General			5,038,926	668,519	201,557.04
County Road	301000	039206	11,001,469	797,356	440,058.76
Road Machinery	302000	039214	607,468	40,498	24,298.72
Library	304000	840041	131,933	31,608	5,277.32
Arena	306000	659011	239,500.00	45,900	9,580.00
Transit	203000	229203	1,204,967	41,551	48,198.68
Willow Point NH	204000	169201	790,000	60,000	31,600.00
Solid Waste	206000	230110	906,750	89,539	36,270.00
Aviation	207000	210211	329,250	11,717	13,170.00
Fleet Management	250000	039255	275,000	125,000	11,000.00
Central Foods	251000	230128	774,737	85,193	30,989.48
Grand Total BANs & Capital Notes			21,300,000	1,996,881	852,000.00

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>Arena/Forum</b>			
Arena Repairs/Renovations	07-46	100,000	80,000
Original Boiler Replacement - Phase II	07-46	360,000	288,000
Replace Arena Window - Wall At North			
<b>Aviation</b>			
Airport Utility Enhancement Project, Phase II	03-179	850,000	467,000
Runway 16/34 Rehabilitation - Design	03-608	40,000	27,564
Runway 16/34 Rehabilitation - Construction	05-104	255,000	796
Airport Entrance Road Improvements	05-742	55,550	27,775
Airport Master Plan Study	05-742	250,000	212,486
Runway 10/28 Safety Area Improvement	05-742	135,000	35,543
Taxiway Rehabilitation-Design	05-742	15,000	11,000
Parking Lot Rehabilitation	07-46	2,196,104	1,936,104
Snow Removal Equipment Replacement	07-46	100,000	100,000
<b>Broome Community College</b>			
Technology Initiative	05-742	315,000	63,000
Original Boiler Replacement - Phase II	07-46	540,000	490,000
<b>Central Foods</b>			
Building Renovations	05-742	774,160	2,230
Building Reconstruction	07-46	150,000	70,000
<b>County Road</b>			
Hooper Rd. Bridge Reconstruction	03-608	3,400,000	2,135,659
Lester Ave Bridge Reconstruction	03-608	2,000,000	103,679
Highway Reconstruction/Rehabilitation	05-104	2,000,000	700,000
Airport Road Bridge Reconstruction	05-104	2,500,000	1,400,000
Colesville Rd./South St. Bridge Replacement/Rehab. - Design	05-104	400,000	100,000
Bevier St. Bridge Reconstruction	05-742 & 06-470	7,810,000	6,305,000
South Street Bridge	05-742	230,000	230,000
Bridge Reconstructon	06-394	751,819	475,652
Road Reconstruction	06-394	2,315,779	1,164,616
Road Reconstruction	06-746	6,100,000	1,818,314
Bridge Reconstructon	06-746	4,200,000	2,108,356
Highway Reconstruction/Repair	07-46	1,750,000	1,400,000
Highway Culverts & Bridges Repairs	07-46	500,000	400,000

**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>
<b>Elections</b>			
Electronic Voting Machines	05-742	2,161,000	2,074,650
Equipment Replacement	06-394	180,704	7,746
<b>Emergency Services</b>			
Equipment Replacement	06-394	1,400,000	1,200,000
<b>Office For Aging</b>			
Western Broome Senior Citizen Center	02-29	200,000	42,000
<b>Parks</b>			
Grippen Ice Rink Rehabilitation	05-104	950,000	439,250
Equipment	06-394	62,573	29,315
<b>PW-Buildings &amp; Grounds</b>			
COB - Parking Area Repairs - Design Phase	05-104 & 07-06	456,000	130,521
Building Reconstruction - En-Joie Golf Course	06-394	100,000	100,000
Golf Course Reconstruction	06-394	500,000	224,839
County Buildings Renovations	07-06	100,000	80,000
County Office Building - Parking Area	07-06	4,600,000	3,680,000
Petroleum Bulk Storage Regulation Compliance	07-06	100,000	80,000
Public Safety Facility Repairs/Renovations	07-06	50,000	40,000
<b>PW-Engineering</b>			
Watershed Annual Maintenance	07-46	75,000	60,000
<b>Public Transportation</b>			
Transit Coach Replacement	03-608	450,000	360,000
Transit Fleet Additions	05-529	834,000	197,548
Intermodal Transit Terminal	05-742	2,281,000	1,000,000
<b>Road Machinery</b>			
Highway Machinery	07-170	262,000	4,532

**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>Solid Waste</b>			
Landfill Public Sewer System	99-519	2,653,275	2,000,000
Landfill New Construction	00-538	9,088,000	73,347
Partial Landfill Closure	01-515	3,559,600	1,300,838
Landfill Gas Recovery	05-104	500,000	250,000
Leachate Recirculation Construction	05-104	1,200,000	1,080,000
Leachate Treatment Plant Outfall	05-742	3,080,000	2,755,000
Colesville Landfill Remediation (Part 2)	07-46	300,000	240,000
Landfill Property Acquisition	01-685	283,000	2,424
<b>Willow Point Nursing Home</b>			
Residents' Rooms Renovations	01-686	317,000	317,000
New 380 Bed Facility	05-742	55,933,113	55,333,113
Resident Contained Smoking Area	05-742	250,000	100,000
<b>Total</b>		<b>\$ 131,559,677</b>	<b>\$ 94,986,897</b>

**Authorized Capital Projects**  
Open as of June 20, 2007

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
<b>Arena/Forum</b>			
Arena Renovations	2002	2,415,000	1,002,024
Arena Primary Electric Replacement	2006	75,000	75,000
Forum Repairs/Renovations	2006	90,000	90,000
Arena Repairs/Renovations	2007	100,000	100,000
Original Boiler Replacement - Phase II	2007	360,000	360,000
		<u>3,040,000</u>	<u>1,627,024</u>
<b>Aviation</b>			
Airport Utility Enhancement	2000	623,717	29,387
Utility Enhancement, Phase II	2003	850,000	537,326
Runway 16/34 Rehabilitation - Design	2004, 2004a	341,770	93
Runway 16/34 Rehabilitation - Construction	2005, 2005a	5,937,855	391,974
Non-Paved Perimeter Road	2005	225,000	186,008
Airport Entrance Road Improvement	2006, 2006a	2,055,617	210,728
Airport Master Plan Study	2006, 2006a (1)	251,223	0
Runway 10/28 Safety Area Improvement	2006, 2006a	2,859,980	423
Taxiway Rehabilitation-Design	2006	300,000	13,600
Hangar Improvements	2006	340,000	39,597
Parking Lot Rehabilitation	2007	2,196,104	2,075,084
Snow Removal Equipment	2007	100,000	100,000
		<u>16,081,266</u>	<u>3,584,220</u>
<b>Broome Community College</b>			
Health Science Building	1992	10,000,000	74,460
Roof Replacement - BCC	2002	408,000	56,786
Original Boiler Replacement Phase I	2005	415,800	3,768
Technology Initiative	2006	315,000	315,000
Update Master Plan	2006	250,000	15,424
Wales Building Renovation	2006	400,000	175,097
Communications-Technology Building (Phase I)	2006, 2007a	24,000,000	24,000,000
Original Boiler Replacement Phase II	2007	540,000	540,000
		<u>36,328,800</u>	<u>25,180,535</u>
<b>Central Food and Nutrition Services</b>			
Renovations For Structural Improvements	2005	157,000	43,379
Building Renovations	2006	774,160	487,977
Building Reconstruction	2007	150,000	89,924
		<u>1,081,160</u>	<u>621,280</u>

Schedule H

Authorized Capital Projects  
Open as of June 20, 2007

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
County Clerk			
Software Design - Credit Card	2006	37,300	37,300
Court Facilities			
Courthouse Asbestos Abatement	1997, 2004a	1,235,486	22,750
New/Reconstruction Of Justice Building	2006, 2007a	17,000,000	12,488,839
Elections			
Electronic Voting Machines	2006	2,161,000	2,161,000
Equipment Replacement	2006	180,074	45,364
		<u>2,341,074</u>	<u>2,206,364</u>
Emergency Services			
Microwave System Replacement	2004	700,000	249,520
State Road Radio Tower	2004	65,000	64,103
Vehicle Locator System	2005	350,000	349,413
Fire Radio System replacement Phase I	2006	500,000	500,000
Equipment Replacement	2006	1,400,000	1,400,000
		<u>3,015,000</u>	<u>1,163,036</u>
Fleet Management			
Fleet Replacement	2004	300,000	809
Fleet Replacement	2005	679,000	629
Fleet Replacement	2006	300,000	0
Fleet Replacement	2007	75,000	1,373
		<u>1,354,000</u>	<u>2,811</u>
Information Technology			
Public Safety I.S. Relocation	1995	600,000	452
Update Comp. Tech. & Replace Equipment	2002	550,000	46,259
Computer Equipment Replacement	2004	475,000	86
Computer Equipment Replacement & Update Technology	2005	765,000	94,827
Computer Equipment Replacement & Update Technology	2006	500,000	173,173
Information Technology Study	2006	127,000	106,330
Computer Equipment Replacement & Update Technology	2007	400,000	150,072
Voice-Mail System Replacement	2007	93,839	25,512
		<u>3,510,839</u>	<u>596,711</u>

## Authorized Capital Projects

Open as of June 20, 2007

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
<b>Highways/Bridges</b>			
Bridge Reconstruction/Rehabilitation	1996	830,000	214,198
Federal Bridge Aid Program	2000	2,000,000	28,145
Bridge Reconstruction/Rehabilitation	2002	2,420,000	997,502
Hooper Road Bridge Reconstruction	2004	3,400,000	3,081,176
Lester Avenue Bridge Rehabilitation	2004	2,000,000	1,203,222
Airport Road Bridge Reconstruction	2005	2,500,000	2,497,085
Bevier St. Bridge Reconstruction - Design	2005, 2005a	765,000	39,937
Bridge Repair & Culvert Replacement/Reconstruction	2005	250,000	20,792
Colesville Rd./South St. Bridge Replacement/Rehab. - Design	2005	400,000	204,833
Bevier St. Bridge Reconstruction	2006, 2006A	7,810,000	1,293,000
East Windsor Road Bridges/Rogers Road	2006	600,000	600,000
South Street Bridge	2006	1,150,000	1,150,000
Bridge Reconstruction	2006	751,819	70,014
Bridge Reconstruction	2006	4,200,000	3,434,581
Highway Culverts & Bridges Repairs	2007	500,000	500,000
		<u>29,576,819</u>	<u>15,334,485</u>
<b>Highways/Roads</b>			
Highway Reconstruction/Rehabilitation	2001	2,000,000	5,434
Road Reconstruction/Rehabilitation	2001	2,131,520	78,495
Highway Reconstruction/Rehabilitation	2005	2,000,000	992,065
Highway Reconstruction	2006	2,000,000	525,842
Road Reconstruction	2006	2,315,779	380,073
Road Reconstruction	2006	6,100,000	4,799,466
Highway Reconstruction/Repair	2007	1,750,000	1,750,000
		<u>18,297,299</u>	<u>8,531,375</u>
<b>Library</b>			
Computer Replacement - Public - Phase I	2006	49,000	1,239
Computer Replacement - Staff - Phase I	2006	17,500	387
Repairs/Renovations	2007	14,928	14,928
Equipment	2007	29,685	29,685
		<u>111,113</u>	<u>46,239</u>
<b>Office For Aging</b>			
Northern Broome Sr. Community Center	1995,2001a	780,000	10,792
Senior Centers	2001	1,010,000	42,000
		<u>1,790,000</u>	<u>52,792</u>

Schedule H

Authorized Capital Projects  
Open as of June 20, 2007

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
Parks & Recreation			
Grippen Ice Rink Rehabilitation	2005	950,000	877,521
Parks Equipment Replacement	2005	235,000	7,745
Parks Playground Equipment & Shelters	2005	150,000	35,054
Otsiningo Picnic Shelter No. 2	2006	50,000	50,000
Parks Equipment Replacement	2006	90,000	19,133
Grippen Park Spill Remediation	2006	800,000	99,134
Equipment	2006	62,573	38,252
Parks Reconstruction	2007	170,000	170,000
Dorchester Park Walkway/Bikeway	2007	521,170	521,170
Equipment Replacement	2007	20,000	20,000
		<u>3,048,743</u>	<u>1,838,009</u>
Planning & Economic Development			
Wastewater Feasibility Study	2005	67,000	16,825
Public Transportation			
Telephone IVR System	2003	100,000	2,052
Transit Coach Replacement	2004	2,250,000	2,250,000
Electronic Fare Box Replacement	2005	650,000	155,317
Transit Fleet Additions	2005	834,000	197,548
Intermodal Transit Terminal	2006	11,406,000	11,073,135
Contractual Expenditures	2006	10,000	6,129
		<u>15,250,000</u>	<u>13,684,181</u>

**Authorized Capital Projects**  
Open as of June 20, 2007

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
<b>Public Works</b>			
Public Safety Facility	1991,94a	44,075,027	2,807,106
Fac Mngt CAD System Replacement	1997,97a	86,500	35,805
Federal EPA Oil Spill Compliance	2004	175,000	22,395
Watershed Reconstruction/Repair	2005	75,000	10,747
County Buildings Renovations	2005, 2005a	220,000	201
COB - Parking Area Repairs - Design Phase	2005	456,000	455,706
County Building Renovations Equipment	2005	60,000	20,195
Watershed Annual Maintenance	2006	75,000	74,845
County Office Buildings Renovations	2006	200,000	102,427
Public Safety Facility Repair/renovations	2006	(3) 100,000	1
Systematic Roof Replacement At County Facilities	2006	300,000	271,282
Building Reconstruction - En-Joie Golf Course	2006	100,000	48,505
Golf Course Reconstruction	2006	500,000	141,494
Contractual Expenditures	2006	28,317	28,317
Watershed Annual Maintenance	2007	75,000	75,000
County Buildings Renovations	2007	100,000	100,000
County Office Building - Parking Area	2007	4,600,000	4,600,000
Petroleum Bulk Storage Regulation Compliance	2007	100,000	81,936
Public Safety Facility Repairs/Renovations	2007	50,000	50,000
		<u>51,375,844</u>	<u>8,925,962</u>
<b>Road Machinery</b>			
Highway Machinery	2006	262,000	4,532
Highway Equipment Replacement	2007	350,000	131,778
		<u>612,000</u>	<u>136,310</u>
<b>Sheriff</b>			
Vehicle Replacement	2006	225,000	439
Data Processing Services - Software Upgrade	2006	24,800	4,199
Blackcreek Security Update	2007	298,179	223,643
Vehicle Replacement	2007	(4) 225,000	0
		<u>772,979</u>	<u>228,281</u>
<b>Social Services</b>			
Purchase of AS400 Mini Computer	2001	60,000	13,883
Electronic Document Management System	2005	470,000	83,957
		<u>530,000</u>	<u>97,840</u>

Schedule H

Authorized Capital Projects  
Open as of June 20, 2007

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
<b>Solid Waste</b>			
Colesville Closure	1992,94a	5,481,520	688,710
Landfill Property Acquisition	1996	734,000	124,690
Landfill New Construction	2001	9,088,000	482,279
Partial Landfill Closure II & III	2002	3,559,600	1,523,756
Landfill Equipment Replacement	2004	200,000	153,319
Leachate Recirculation Construction	2005	1,200,000	1,200,000
Landfill Maintenance Building Modification	2005	50,000	50,000
Landfill Equipment	2006	310,000	225,069
Leachate Treatment Plant Outfall	2006	3,080,000	3,080,000
SEIS For Section IV Access	2006	187,500	37,407
Contractual Expenditures	2006	54,000	54,000
Colesville Landfill Remediation	2007	300,000	300,000
		<u>24,244,620</u>	<u>7,919,230</u>
<b>Willow Point Nursing Facility</b>			
WPNF Resident Room Renovation	1996,96a	2,805,000	354,776
WPNH Building Feasibility Study	2001	(5) 158,000	-
WPNH Generator Replacement	2004	150,000	56,491
Bathing Toileting Suite Renovations	2005	250,000	193,912
Nurses Stations Renovations	2005	150,000	149,748
Med. Room Renovation	2005	150,000	146,373
New 380 Bed Facility	2006	55,933,113	55,933,113
New Electrical Beds	2006	250,000	101,219
Resident Contained Smoking Area	2006	100,000	78,218
		<u>59,946,113</u>	<u>57,013,850</u>

\* Project amendment or change indicated in this column by an additional entry or by an "a" suffix.

1 - Project had \$161,995 of encumbrances as of June 20, 2007.

2 - Project had \$9,511 of encumbrances as of June 20, 2007.

3 - Project had \$150 of encumbrances as of June 20, 2007.

4 - Project had \$170,781 of encumbrances as of June 20, 2007.

5 - Project had \$52,080 of encumbrances as of June 20, 2007.

## Schedule I

## DEBT STATEMENT SUMMARY

Summary of Indebtedness, Debt Limit and Net Debt - Contracting Margin , as of 06/20/07.

Five-Year Average Full Valuation		\$ 6,587,262,908
Debt Limit - 7% thereof		461,108,404
Bonds	53,893,700	
Bond Anticipation Notes	21,300,000	
Certificates of Participation	<u>16,145,000</u>	
Total Net Indebtedness Subject to Debt Limit		<u>91,338,700</u>
Net Debt-Contracting Margin		<u>\$ 369,769,704</u>
The percent of debt contracting power exhausted is		<u>19.81%</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>2007</b>					
2002 Issue (Matures 2019)		03/01	03/01	09/01	
Student Activities/Athletic Facility	\$ 3,004,603	\$ 180,265	\$ 65,127	\$ 61,972	2,824,338
Total 2002 Issue	3,004,603	180,265	65,127	61,972	2,824,338
2005 Issue (Matures 2017)		04/15	04/15	10/15	
Student Activities/Athletic Facility	\$ 330,061	\$ 24,100	\$ 6,258	\$ 5,837	305,961
Roof Replacement Phase I	311,035	22,711	5,898	5,500	288,324
Original Boiler Replacement Phase I	198,113	14,466	3,756	3,503	183,647
Total 2005 Issue	839,209	61,277	15,912	14,840	777,932
<b>Total Serial Bonds</b>	<b>\$ 3,843,812</b>	<b>\$ 241,542</b>	<b>\$ 81,039</b>	<b>\$ 76,812</b>	<b>\$ 3,602,270</b>
04/06 Bond Anticipation Note (Matures 04/07)					
Original Boiler Replacement Phase I	\$ 207,900	\$ 23,100	\$ 9,875		\$ 184,800
Technology Initiative	252,000	50,400	11,970		201,600
Update Master Plan	250,000	50,000	11,875		200,000
Wales Building Renovation	200,000	8,000	9,500		192,000
<b>Total Bond Anticipation Notes</b>	<b>\$ 909,900</b>	<b>\$ 131,500</b>	<b>\$ 43,220</b>	<b>\$ -</b>	<b>\$ 778,400</b>
<b>Total Serial Bonds and Bond         Anticipation Notes</b>	<b>\$ 4,753,712</b>	<b>\$ 373,042</b>	<b>\$ 124,259</b>	<b>\$ 76,812</b>	<b>\$ 4,380,670</b>

\* April 2006 BAN amounts represent current short-term borrowing.

There is no estimate made of additional need for borrowing, for these or other projects.

**Community College Debt Liability and Payment History  
By Year, Issue and Project**

	<u>January 1 Begin Liab Prin Bal</u>	<u>Pay Date Principal Payment</u>	<u>Pay Date 1st Int Pay</u>	<u>Pay Date 2nd Int Pay</u>	<u>December 31 End Liab Prin Bal</u>
<b>2008</b>					
2002 Issue (Matures 2019)		03/01	03/01	09/01	
Student Activities/Athletic Facility	\$ 2,824,338	\$ 186,540	\$ 61,972	\$ 58,475	2,637,798
Total 2002 Issue	<u>2,824,338</u>	<u>186,540</u>	<u>61,972</u>	<u>58,475</u>	<u>2,637,798</u>
2005 Issue (Matures 2017)		04/15	04/15	10/15	
Student Activities/Athletic Facility	\$ 305,961	\$ 25,140	\$ 5,837	\$ 5,381	280,821
Roof Replacement Phase I	288,324	23,690	5,500	5,071	264,634
Original Boiler Replacement Phase I	183,647	15,089	3,503	3,230	168,558
Total 2005 Issue	<u>777,932</u>	<u>63,919</u>	<u>14,840</u>	<u>13,681</u>	<u>714,013</u>
<b>Total Serial Bonds</b>	<u><u>\$ 3,602,270</u></u>	<u><u>\$ 250,459</u></u>	<u><u>\$ 76,812</u></u>	<u><u>\$ 72,156</u></u>	<u><u>\$ 3,351,811</u></u>
04/07 Bond Anticipation Note (Matures 04/08)					
Original Boiler Replacement Phase I	\$ 184,800	\$ 23,100	\$ 7,392		\$ 161,700
Technology Initiative	201,600	50,400	8,064		151,200
Update Master Plan	200,000	50,000	8,000		150,000
Wales Building Renovation	192,000	8,000	7,680		184,000
Original Boiler Replacement Phase II	50,000	5,000	2,000		45,000
Total Bond Anticipation Notes	<u><u>\$ 828,400</u></u>	<u><u>\$ 136,500</u></u>	<u><u>\$ 33,136</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 691,900</u></u>
<b>Total Serial Bonds and Bond     Anticipation Notes</b>	<u><u>\$ 4,430,670</u></u>	<u><u>\$ 386,959</u></u>	<u><u>\$ 109,947</u></u>	<u><u>\$ 72,156</u></u>	<u><u>\$ 4,043,711</u></u>

\* April 2007 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>2006-2007</b>					
		09/01	03/01	03/01	
2002 Issue (Matures 2019)					
Student Activities/Athletic Facility	\$ 3,004,603	\$ 65,127	\$ 180,265	\$ 65,127	\$ 2,824,338
Total 2002 Issue	<u>3,004,603</u>	<u>65,127</u>	<u>180,265</u>	<u>65,127</u>	<u>2,824,338</u>
		10/15	04/15	04/15	
2005 Issue (Matures 2017)					
Student Activities/Athletic Facility	\$ 330,061	\$ 6,258	\$ 24,100	\$ 6,258	\$ 305,961
Roof Replacement Phase I	311,035	5,898	22,711	5,898	288,324
Original Boiler Replacement Phase I	198,113	3,756	14,466	3,756	183,647
Total 2005 Issue	<u>839,209</u>	<u>15,912</u>	<u>61,277</u>	<u>15,912</u>	<u>777,932</u>
<b>Total Serial Bonds</b>	<u><u>\$ 3,843,812</u></u>	<u><u>\$ 81,039</u></u>	<u><u>\$ 241,542</u></u>	<u><u>\$ 81,039</u></u>	<u><u>\$ 3,602,270</u></u>
04/06 Bond Anticipation Note (Matures 04/07) *			04/19/07	04/19/07	
Original Boiler Replacement Phase I	\$ 207,900		\$ 23,100	\$ 9,875	\$ 184,800
Technology Initiative	252,000		50,400	11,970	201,600
Update Master Plan	250,000		50,000	11,875	200,000
Wales Building Renovation	200,000		8,000	9,500	192,000
<b>Total Bond Anticipation Notes</b>	<u><u>\$ 909,900</u></u>		<u><u>\$ 131,500</u></u>	<u><u>\$ 43,220</u></u>	<u><u>\$ 778,400</u></u>
<b>Total Serial Bonds and Bond Anticipation Notes</b>	<u><u>\$ 4,753,712</u></u>	<u><u>\$ 81,039</u></u>	<u><u>\$ 373,042</u></u>	<u><u>\$ 124,260</u></u>	<u><u>\$ 4,380,670</u></u>

\*April 2006 BAN amounts represent current short-term borrowing.

There is no estimate made of additional need for borrowing, for these or other projects.

**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>2007-2008</b>					
		09/01	03/01	03/01	
2002 Issue (Matures 2019)					
Student Activities/Athletic Facility	\$ 2,824,338	\$ 61,972	\$ 186,540	\$ 61,972	\$ 2,637,798
Total 2002 Issue	<u>2,824,338</u>	<u>61,972</u>	<u>186,540</u>	<u>61,972</u>	<u>2,637,798</u>
		10/15	04/15	04/15	
2005 Issue (Matures 2017)					
Student Activities/Athletic Facility	\$ 305,961	\$ 5,837	\$ 25,140	\$ 5,837	\$ 280,821
Roof Replacement Phase I	288,324	5,500	23,690	5,500	264,634
Original Boiler Replacement Phase I	183,647	3,503	15,089	3,503	168,558
Total 2005 Issue	<u>777,932</u>	<u>14,840</u>	<u>63,919</u>	<u>14,840</u>	<u>714,013</u>
<b>Total Serial Bonds</b>	<u><u>\$ 3,602,270</u></u>	<u><u>\$ 76,812</u></u>	<u><u>\$ 250,459</u></u>	<u><u>\$ 76,812</u></u>	<u><u>\$ 3,351,811</u></u>
04/07 Bond Anticipation Note (Matures 04/08) *			04/18/08	04/19/08	
Original Boiler Replacement Phase I	\$ 184,800		\$ 23,100	\$ 7,392	\$ 161,700
Technology Initiative	201,600		50,400	8,064	151,200
Update Master Plan	200,000		50,000	8,000	150,000
Wales Building Renovation	192,000		8,000	7,680	184,000
Original Boiler Replacement Phase II	50,000		5,000	2,000	45,000
Total Bond Anticipation Notes	<u><u>\$ 828,400</u></u>		<u><u>\$ 136,500</u></u>	<u><u>\$ 33,136</u></u>	<u><u>\$ 691,900</u></u>
<b>Total Serial Bonds and Bond Anticipation Notes</b>	<u><u>\$ 4,430,670</u></u>	<u><u>\$ 76,812</u></u>	<u><u>\$ 386,959</u></u>	<u><u>\$ 109,948</u></u>	<u><u>\$ 4,043,711</u></u>

\*April 2007 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 20, 2007

**Serial Bonds and Bond Anticipation Notes**

	Authorizing Resolution	Total Debt Authorized	Debt Unborrowed
Technology Initiative	05-742	315,000	63,000
Original Boiler Replacement Phase II	07-46	540,000	490,000
	<b>Grand Total</b>	<b>\$855,000</b>	<b>\$553,000</b>

**Community College Authorized Capital Projects**  
Open as of June 20, 2007

	<u>CIP Year</u>	<u>Total Appropriations</u>	<u>Available Appropriations as of 06/20/07</u>
Health Science Building	1992	10,000,000	74,460
Roof Replacement - BCC	2002	408,000	56,786
Original Boiler Replacement Phase I	2005	415,800	3,768
Technology Initiative	2006	315,000	315,000
Update Master Plan	2006	250,000	15,424
Wales Building Renovation	2006	400,000	175,097
Communications Technology Building (Phase I)	2006	24,000,000	24,000,000
Original Boiler Replacement Phase II	2007	540,000	540,000
<b>Total</b>		<u><b>\$ 36,328,800</b></u>	<u><b>\$ 25,180,535</b></u>

## SUPPLEMENTARY INFORMATION

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>	<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
		<b>County Fees</b>	
Personnel Changes	534	Arena	553
		Forum	554
Financial Summaries	539	Parks	555
		En-Joie Golf	556
Historical Tax Levy/Rate	548	Tax Collection	557
		County Clerk	558
Property Tax Levy By Municipality	549	Common DMV	559
		Health Department	560
		Landfill Tip Fee	563
		Mental Health	564
		Office For Aging	565
		Planning (Mapping & Data)	566
		Sheriff	567
		Weights & Measures	568
		Willow Point Nursing Home	569
		Dog Shelter	570
		Miscellaneous	571
		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	DPW – Engineering	030023	1000 (FT)	1 Engineer I	21 CSEA	Abolish	To create Savings	\$63,186
2	WPNH	160085	1500 (PT)	1 Cert Nursing Assistant	5 CSEA	Abolish	To create Savings	\$14,409
3	Central Foods	230045	1000 (FT)	1 Food Service Manager	14 BAPA	Abolish	To create Savings	\$60,277
4	Central Foods	230045	1500 (PT)	1 Food Service Helper	5 CSEA	Abolish	To create Savings	\$24,559
5	Parks-Parks & Rec	542001	1000 (FT)	1 Park Technician	AFSCME	Abolish	Legislative Change	\$36,000
6	DSS-Support Services	670034	1000 (FT)	1 Dir of Medical Services	24 BAPA	Moved to Grant	100% Medicaid Funded	\$82,586
7	DSS-Support Services	670034	1000 (PT)	1 Disability Review Coordinator	18 CSEA	Moved to Grant	100% Medicaid Funded	\$51,949
8	DSS-Support Services	670034	1000 (FT)	1 Senior Caseworker	18 CSEA	Moved to Grant	100% Medicaid funded	\$72,449
9	DSS – Support Services	670034	1000 (FT)	1 Caseworker/Trainee	16/14 CSEA	Moved to Grant	100% Medicaid funded	\$66,222
10	DSS – Support Services	670034	1000 (FT)	3 Senior Social Services Examiners	13 CSEA	Moved to Grant	100% Medicaid funded	\$157,145
11	DSS – Support Services	670034	1000 (FT)	3 Social Services Examiners	11 CSEA	Moved to Grant	100% Medicaid funded	\$128,047
12	DSS – Support Services	670034	1000 (FT)	1 Program Assistant	10 CSEA	Moved to Grant	100% Medicaid funded	\$48,090
13	DSS – Support Services	670034	1000 (FT)	1 Community Service Worker	8 CSEA	Moved to Grant	100% Medicaid Funded	\$33,320
14	DSS – Support Services	670034	1000 (FT)	2 Keyboard Specialist	8 CSEA	Moved to Grant	100% Medicaid funded	\$75,539

#	Department/Division	Index Code	Sub-Object	Title	Grade/Union	Action	Reason	Savings
15	DSS - Support Services	670034	1000 (FT)	2 Clerks	6 CSEA	Moved to Grant	100% Medicaid funded	\$65,879
16	DSS – Certification	670042	1000 (FT)	5 Principal Social Services Examiners	17 CSEA	Moved to Grant	100% Medicaid funded	\$295,065
17	DSS – Certification	670042	1000 (FT)	9 Senior Social Services Examiners	13 CSEA	Moved to Grant	100% Medicaid funded	\$477,450
18	DSS- Certification	670042	1000 (FT)	25 Social Services Examiners	11 CSEA	Moved to Grant	100% Medicaid funded	\$1,178,353
19	DSS- Certification	670042	1000 (FT)	3 Keyboard Specialists	8 CSEA	Moved to Grant	100% Medicaid funded	\$138,467
20	DSS- Certification	670042	1000 (FT)	1 Account Clerk	7 CSEA	Moved to Grant	100% Medicaid funded	\$37,120
21	DSS- Certification	670042	1000 (FT)	3 Clerks	6 CSEA	Moved to Grant	100% Medicaid funded	\$114,501
22	DSS – Certification	670042	1000 (FT)	1 Receptionist	6 CSEA	Moved to Grant	100% Medicaid funded	\$35,884
23	DSS – Services	670059	1000 (FT)	1 Caseworker/Trainee	16/14 CSEA	Moved to Grant	100% Medicaid funded	\$45.121
24	Central Foods	230045	1000 (FT)	1 Sr. Food Service Manager	18 BAPA	Create	Improve Efficiency	
25	Solid Waste Management	230086	1000 (FT)	1 Crew Supervisor	AFSCME	Create	Needed for second Landfill	
26	Planning	440016	1000 (FT)	1 Empire Zone Coordinator	21 BAPA	Create	Moved from City of Binghamton	
27	WPNH	160226	1000 (FT)	1 Physical Therapist	22 CSEA	Upgrade to	Not able to recruit	
28	WPNH	160226	1000 (FT)	1 Physical Therapist	25 CSEA			
29	Sheriff	450023	1000 (FT)	3 Corrections Officers	AFSCME	Create	Legislative Change	

**2008 PERSONNEL SERVICES SUMMARY**

	2006 Actuals		Current Thru September 1, 2007		2008 Requested		2008 Recommended		2008 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	9	0	9	0	9	0	9	0
COUNTY CLERK	29	11	30	10	30	10	30	10	30	10
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	36	1	36	1
LAW (County Attorney)	21	1	22	1	22	1	22	1	22	1
PERSONNEL	12	2	13	1	13	1	13	1	13	1
PUBLIC DEFENDER	21	0	21	0	21	0	21	0	21	0
PUBLIC WORKS(including Security)	108	11	105	11	105	11	105	11	105	11
PURCHASING	5	0	5	0	5	0	5	0	5	0
REAL PROPERTY TAX SERVICES	8	0	10	0	10	0	10	0	10	0
SHERIFF	234	2	234	2	234	2	234	2	237	2
EMERGENCY SERVICES	46	0	46	0	46	0	46	0	46	0
PROBATION	51	0	51	0	51	0	51	0	51	0
STOP DWI	3	0	3	0	3	0	3	0	3	0
HEALTH	58	14	58	15	58	15	58	15	58	15
MENTAL HEALTH	40	17	38	17	39	16	38	16	38	16
AGING, OFFICE FOR THE (OFA)	9	1	9	1	9	1	9	1	9	1
COMMUNITY ALTERNATIVE SYS. AGENCY (CASA)	21	1	21	1	25	1	25	1	25	1
SOCIAL SERVICES	331	2	335	2	271	2	271	2	271	2
VETERANS' SERVICES	2	0	2	0	2	0	2	0	2	0
PLANNING & ECONOMIC DEVELOPMENT	10	0	10	0	11	0	11	0	11	0
PARKS & RECREATION	35	6	39	6	39	4	39	4	40	4
YOUTH BUREAU	2	1	2	1	2	1	2	1	2	1
<b>General Fund Total</b>	<b>1,154</b>	<b>96</b>	<b>1,162</b>	<b>95</b>	<b>1,104</b>	<b>92</b>	<b>1,103</b>	<b>92</b>	<b>1,107</b>	<b>92</b>

**2008 PERSONNEL SERVICES SUMMARY**

	2006 Actuals		Current Thru September 1, 2007		2008 Requested		2008 Recommended		2008 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	24	3	24	3	24	3	24	3
PUBLIC TRANSPORTATION (Transit)	85	28	84	28	84	28	84	28	84	28
SOLID WASTE MANAGEMENT	22	0	22	0	23	0	23	0	23	0
WILLOW POINT NURSING HOME	349	166	349	166	349	165	349	165	349	165
<b>Enterprise Fund Total</b>	<b>480</b>	<b>197</b>	<b>479</b>	<b>197</b>	<b>480</b>	<b>196</b>	<b>480</b>	<b>196</b>	<b>480</b>	<b>196</b>
<b>INTERNAL SERVICES FUND</b>										
EXECUTIVE/CENTRAL FOOD & NUTRITION SVCS	24	21	23	22	23	20	23	20	23	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>34</b>	<b>21</b>	<b>33</b>	<b>22</b>	<b>33</b>	<b>20</b>	<b>33</b>	<b>20</b>	<b>33</b>	<b>20</b>
<b>SPECIAL REVENUE FUND</b>										
LIBRARY	33	11	33	11	30	13	30	13	30	13
PUBLIC WORKS/HIGHWAYS	74	0	75	0	75	0	75	0	75	0
PARKS & RECREATION/Veterans' Arena	5	6	5	6	5	3	5	3	5	4
<b>Special Revenue Fund Total</b>	<b>112</b>	<b>17</b>	<b>113</b>	<b>17</b>	<b>110</b>	<b>16</b>	<b>110</b>	<b>16</b>	<b>110</b>	<b>17</b>
	<b>1,780</b>	<b>331</b>	<b>1,787</b>	<b>331</b>	<b>1,727</b>	<b>324</b>	<b>1,726</b>	<b>324</b>	<b>1,730</b>	<b>325</b>
Total Head Count	2,111		2,118				2,050		2,055	

## **FINANCIAL SUMMARIES**

BROOME COUNTY GOVERNMENT  
APPROPRIATION BY CHARACTER

TYPE:X EXPENSE

CHARACTER	CHARACTER TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
10	PERSONAL SERVICE	80,670,310	81,927,304	51,026,714	81,694,257	81,242,664	81,324,610
20	EQUIPMENT AND CAPITAL OUT	121,059	607,072	295,338	1,010,594	665,234	664,234
40	CONTRACTUAL EXPENDITURES	161,708,708	176,168,117	108,609,573	180,237,351	178,866,740	178,896,195
41	CHARGEBACK EXPENSES	14,918,689	16,693,513	6,302,620	14,919,203	15,000,029	15,007,529
42	DEPRECIATION	8,736,911					
60	PRINCIPAL ON INDEBTEDNESS	2,505,040	6,343,098	3,035,747	6,515,534	6,515,534	6,515,534
70	INTEREST ON INDEBTEDNESS	4,326,042	3,927,940	2,421,777	3,873,046	3,873,046	3,873,046
80	EMPLOYEE BENEFITS	35,841,701	40,339,240	24,042,139	40,957,334	40,883,146	40,948,694
90	TRANSFERS	17,614,434	15,887,057	15,668,057	15,847,250	15,847,250	15,828,608
91	UNUSED RESIDUAL EQUITY			2,967			
		-----	-----	-----	-----	-----	-----
		326,442,894	341,893,341	211,404,932	345,054,569	342,893,643	343,058,450

BROOME COUNTY GOVERNMENT  
REVENUE BY CHARACTER

TYPE:R REVENUE

CHARACTER	CHARACTER TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
01	TAX ITEMS	124,628,075	124,827,271	92,880,174	133,751,235	134,051,235	134,050,006
02	DEPARTMENTAL INCOME	97,952,547	102,169,630	60,449,004	107,535,703	107,961,393	108,019,746
03	USE OF MONEY AND PROPERTY	3,259,364	2,620,397	2,069,133	3,406,871	3,406,871	3,408,871
04	LICENSES AND PERMITS	26,887	39,220	27,938	34,220	34,220	34,220
05	FINES AND FORFEITURES	412,403	392,500	230,652	587,516	465,700	465,700
06	SALE OF PROP & COMP FOR L	234,628	158,150	137,645	91,125	91,125	91,125
07	MISC/INTERFUND REVENUES	25,254,933	17,692,075	18,223,485	2,666,022	16,579,921	16,561,279
08	STATE AID	38,967,551	36,523,434	19,487,807	35,466,644	34,872,472	34,961,365
09	FEDERAL AID	37,217,503	41,503,353	24,003,636	38,084,118	39,042,807	39,142,807
		-----	-----	-----	-----	-----	-----
		327,953,891	325,926,030	217,509,474	321,623,454	336,505,744	336,735,119

BROOME COUNTY GOVERNMENT  
APPROPRIATION SUMMARY BY DEPARTMENT

TYPE:X EXPENSE

DEPARTMENT	INDEX CODE	TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
03		PUBLIC WORKS	20,192,598	21,467,698	13,339,918	22,791,168	22,862,917	22,844,917
05		RISK AND INSURANCE	36,903,210	41,664,385	24,399,734	42,669,355	42,669,355	42,669,355
16		WILLOW POINT NURSING HOME	26,621,689	28,156,574	15,597,741	29,224,354	28,544,402	28,544,402
21		DEPARTMENT OF AVIATION	7,433,345	3,644,424	2,099,629	3,772,819	3,772,819	3,772,819
22		PUBLIC TRANSPORTATION	10,494,779	10,078,207	6,023,749	10,108,029	10,008,229	10,008,229
23		COUNTY EXECUTIVE	13,824,758	15,185,528	5,637,186	15,146,251	15,077,121	15,077,121
24		LEGISLATIVE BOARD	779,429	812,588	472,888	739,991	739,991	737,991
25		MEDICAL EXAMINERS AND CORONERS	309,385	321,489	245,021	336,476	336,476	336,476
28		PROBATION	3,567,432	3,912,632	2,469,022	4,318,011	4,280,667	4,280,667
30		COUNTY CLERK	2,005,119	2,165,578	1,279,731	2,142,520	2,123,373	2,126,373
33		DISTRICT ATTORNEY	2,519,096	2,679,350	1,758,278	2,737,451	2,724,451	2,724,451
34		FINANCE	821,493	909,097	566,332	926,735	926,735	926,735
36		AUDIT AND CONTROL	3,375,544	2,738,839	1,998,984	3,457,320	3,453,020	3,453,020
37		INFORMATION SERVICES	4,760,785	5,205,892	3,133,425	5,189,464	5,206,759	5,206,759
39		LAW	1,799,329	1,942,407	1,220,480	2,048,956	2,048,956	2,048,956
40		PERSONNEL	799,538	883,641	546,759	897,197	895,897	895,897
41		ELECTIONS	989,284	1,141,520	477,731	1,415,035	1,192,457	1,192,457
42		VETERANS SERVICES	298,816	317,414	221,047	314,726	314,726	314,726
44		PLANNING AND ECONOMIC DEVELOPMENT	899,382	1,020,146	475,744	1,147,368	1,092,368	1,101,368
45		SHERIFF	24,223,420	25,852,584	15,879,058	27,453,719	26,575,165	26,507,353
46		EMERGENCY SERVICES	3,652,932	3,919,234	2,203,963	3,618,098	3,755,007	3,775,007
47		DEPARTMENT OF MENTAL HEALTH	4,122,410	4,706,222	2,809,154	4,722,980	4,722,980	4,722,980
48		DEPARTMENT OF PUBLIC HEALTH	15,074,476	15,237,733	7,917,250	15,447,971	15,403,888	15,403,888
53		PUBLIC DEFENDER	1,706,910	1,772,753	1,141,173	1,896,413	1,878,020	1,878,020
54		PARKS	2,883,389	3,094,959	2,004,176	2,953,665	2,993,867	2,978,985
63		REAL PROPERTY TAX SERVICES	846,123	914,333	516,471	939,132	939,132	939,132
64		YOUTH BUREAU	362,620	887,611	560,824	860,694	848,171	860,694
65		ARENA	1,540,161	1,743,934	1,127,719	1,763,506	1,735,367	1,736,725
67		SOCIAL SERVICES	99,696,197	106,645,709	65,419,498	103,507,177	103,605,973	103,710,854
68		COMMUNITY ALTERNATIVE SYSTEMS	1,551,494	1,842,778	998,982	1,965,912	1,965,912	1,965,912
76		OFFICE FOR AGING	1,726,283	1,966,095	1,657,869	2,041,327	2,041,327	2,041,327
81		PURCHASING	261,902	276,380	164,255	273,791	273,791	273,791
82		STOP-DWI	337,702	388,449	217,003	415,000	415,000	415,000
84		COUNTY LIBRARY	2,269,557	2,685,647	1,510,333	2,611,592	2,611,592	2,611,592
85		EN JOIE GOLF COURSE	694,557	723,200	524,791	838,490	827,490	824,990
90		SPECIAL OBJECTS OF EXPENDITURES	7,092,611	6,010,325	6,898,929	4,691,297	4,691,297	4,691,297
91		OTHER CONTRACTUAL AGENCIES	1,980,322	1,747,013	1,190,338	2,306,635	1,975,000	2,112,881
92		DEBT FUND	2,222,775	3,421,779	2,872,556	3,550,045	3,550,045	3,550,045
93		INTERFUND TRANSFERS	15,802,045	13,809,194	13,827,194	13,813,899	13,813,899	13,795,257
			326,442,897	341,893,341	211,404,935	345,054,569	342,893,642	343,058,449

BROOME COUNTY GOVERNMENT  
REVENUE SUMMARY BY DEPARTMENT

TYPE:R REVENUE

DEPARTMENT	INDEX CODE	TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUALS AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
03		PUBLIC WORKS	14,922,778	14,277,143	10,936,713	6,922,228	15,955,312	15,938,812
05		RISK AND INSURANCE	36,314,819	41,837,252	27,046,073	42,669,519	42,669,519	42,669,519
16		WILLOW POINT NURSING HOME	24,792,470	28,156,574	16,198,048	27,654,834	28,544,402	28,544,402
21		DEPARTMENT OF AVIATION	10,853,894	3,611,023	2,342,918	3,819,824	3,819,824	3,819,824
22		PUBLIC TRANSPORTATION	10,484,742	8,978,207	4,834,134	8,065,500	9,551,344	9,551,344
23		COUNTY EXECUTIVE	17,444,144	14,709,253	7,915,896	15,567,607	15,567,607	15,567,607
24		LEGISLATIVE BOARD	1,717	1,500	834	500	500	500
28		PROBATION	1,415,811	1,509,060	301,746	1,557,444	1,557,444	1,557,444
30		COUNTY CLERK	3,566,615	3,388,257	2,186,320	3,525,075	3,596,825	3,638,721
33		DISTRICT ATTORNEY	157,899	172,843	78,316	350,154	228,338	228,338
34		FINANCE	127,928,272	127,486,264	94,518,878	133,875,235	133,975,235	133,974,006
36		AUDIT AND CONTROL	719,216	598,651	972,686	700,299	797,799	797,799
37		INFORMATION SERVICES	1,768,268	1,853,010	849,323	1,931,037	1,931,037	1,931,037
39		LAW	841,354	1,026,426	223,686	1,107,127	1,107,127	1,107,127
40		PERSONNEL	64,830	68,535	7,736	72,097	72,097	72,097
41		ELECTIONS	9,556	119,000	1,414	2,500	256,440	256,440
42		VETERANS SERVICES	742,488	600,500	277,178	602,500	602,500	602,500
44		PLANNING AND ECONOMIC DEVELOPMENT	29,716	52,025	282,583	251,222	251,222	251,222
45		SHERIFF	2,236,337	1,361,034	1,392,206	1,401,563	1,501,563	1,601,563
46		EMERGENCY SERVICES	808,306	627,543	436,746	658,491	658,491	658,491
47		DEPARTMENT OF MENTAL HEALTH	3,529,755	3,508,524	1,839,444	3,671,579	3,771,579	3,771,579
48		DEPARTMENT OF PUBLIC HEALTH	8,828,612	8,892,999	5,605,371	9,219,400	9,287,400	9,287,400
53		PUBLIC DEFENDER	34,629	39,334	23,278	39,334	39,334	39,334
54		PARKS	201,505	228,517	135,414	250,617	250,617	250,617
63		REAL PROPERTY TAX SERVICES	787,558	1,860,000	1,684,498	2,200,000	2,500,000	2,500,000
64		YOUTH BUREAU	265,014	304,826	95,706	309,803	309,803	309,803
65		ARENA	1,514,054	1,549,132	1,406,994	757,853	1,571,494	1,582,852
67		SOCIAL SERVICES	49,228,582	50,970,820	30,700,809	46,854,914	46,953,931	47,047,781
68		COMMUNITY ALTERNATIVE SYSTEMS	1,609,646	1,842,778	816,760	1,968,012	1,968,012	1,968,012
76		OFFICE FOR AGING	1,673,513	1,658,946	958,111	1,669,931	1,669,931	1,669,931
81		PURCHASING	2,285	1,500	4,880	1,500	1,500	1,500
82		STOP-DWI	408,795	386,000	217,967	415,000	415,000	415,000
84		COUNTY LIBRARY	2,470,304	2,521,349	1,796,396	855,532	2,447,294	2,447,294
85		EN JOIE GOLF COURSE	424,454	723,200	499,044	850,000	850,000	850,000
90		SPECIAL OBJECTS OF EXPENDITURES	16,363	17,000	1,526	288,218	288,218	288,218
91		OTHER CONTRACTUAL AGENCIES	990,690	780,000	532,298	1,330,000	1,330,000	1,330,000
92		DEBT FUND	507,346	207,005	105,171	207,005	207,005	207,005
93		INTERFUND TRANSFERS	357,557		282,374			
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			327,953,894	325,926,030	217,509,475	321,623,454	336,505,744	336,735,119

BROOME COUNTY GOVERNMENT  
APPROPRIATION BY SUBFUND REPORT

TYPE:X EXPENSE

SUBFUND	SUBFUND TITLE	2006 ACTUALS	2007 YTD ACTUALS AS OF 8/31	2007 BUDGET	2008 DEPT. REQUESTED	2008 BUDGET RECOMM.	2008 BUDGET ADOPTED
101	GENERAL OPERATING	117,519,178	82,180,602	121,174,844	124,116,427	122,596,777	122,671,845
103	SOCIAL SERVICE OPERATING	99,696,197	65,419,498	106,645,709	103,507,177	103,605,973	103,710,854
203	TRANSIT OPERATING	10,494,779	6,023,749	10,078,207	10,108,029	10,008,229	10,008,229
204	WPNH OPERATING	26,621,689	15,597,741	28,156,574	29,224,354	28,544,402	28,544,402
206	SOLID WASTE MANAGEMENT OP	8,932,198	2,735,518	9,985,276	10,026,986	9,976,986	9,976,986
207	AVIATION OPERATING	7,433,345	2,099,629	3,644,424	3,772,819	3,772,819	3,772,819
250	FLEET MANAGEMENT OPERATIN	1,154,565	472,317	1,169,723	1,109,835	1,109,835	1,109,835
251	CENTRAL FOODS OPERATING	4,048,086	2,375,854	4,389,400	4,321,580	4,302,450	4,302,450
252	HEALTH INSURANCE OPERATIN	31,336,731	21,897,914	36,096,224	37,066,211	37,066,211	37,066,211
253	WORKERS COMPENSATION OPER	2,927,868	1,624,779	2,996,783	3,086,931	3,086,931	3,086,931
254	INSURANCE RESERVE OPERATI	2,638,611	877,041	2,571,378	2,516,213	2,516,213	2,516,213
301	COUNTY ROAD OPERATING	7,419,919	5,779,219	8,253,279	9,174,028	9,239,028	9,215,028
302	ROAD MACHINERY OPERATING	1,895,366	1,289,204	1,825,941	2,056,464	2,117,713	2,117,713
304	PUBLIC LIBRARY OPERATING	2,269,557	1,510,333	2,685,647	2,611,592	2,611,592	2,611,592
306	ARENA OPERATING	1,360,248	996,743	1,496,732	1,517,433	1,510,994	1,522,352
309	EN JOIE GOLF COURSE	694,557	524,791	723,200	838,490	827,490	824,990
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		326,442,894	211,404,932	341,893,341	345,054,569	342,893,643	343,058,450

BROOME COUNTY GOVERNMENT  
REVENUE BY SUBFUND REPORT

TYPE:R REVENUE

SUBFUND	SUBFUND TITLE	2006 ACTUALS	2007 YTD ACTUALS AS OF 8/31	2007 BUDGET	2008 DEPT. REQUESTED	2008 BUDGET RECOMM.	2008 BUDGET ADOPTED
101	GENERAL OPERATING	164,604,977	115,403,097	162,952,082	172,267,753	173,237,127	173,385,294
103	SOCIAL SERVICE OPERATING	49,228,582	30,700,809	50,970,820	46,854,914	46,953,931	47,047,781
203	TRANSIT OPERATING	10,484,742	4,834,134	8,978,207	8,065,500	9,551,344	9,551,344
204	WPNH OPERATING	24,792,470	16,198,048	28,156,574	27,654,834	28,544,402	28,544,402
206	SOLID WASTE MANAGEMENT OP	12,225,240	5,757,703	9,153,872	9,919,767	9,919,767	9,919,767
207	AVIATION OPERATING	10,853,894	2,342,918	3,611,023	3,819,824	3,819,824	3,819,824
250	FLEET MANAGEMENT OPERATIN	1,237,813	340,672	857,796	1,511,165	1,511,165	1,511,165
251	CENTRAL FOODS OPERATING	3,964,108	2,157,453	4,555,381	4,334,840	4,334,840	4,334,840
252	HEALTH INSURANCE OPERATIN	29,449,352	22,972,037	36,096,224	37,066,284	37,066,284	37,066,284
253	WORKERS COMPENSATION OPER	3,660,862	2,432,863	3,177,124	3,086,931	3,086,931	3,086,931
254	INSURANCE RESERVE OPERATI	3,204,605	1,641,174	2,563,904	2,516,304	2,516,304	2,516,304
301	COUNTY ROAD OPERATING	7,974,923	7,036,503	8,080,675	2,115,053	9,066,424	9,042,424
302	ROAD MACHINERY OPERATING	1,938,870	2,052,442	2,059,667	36,000	2,117,713	2,117,713
304	PUBLIC LIBRARY OPERATING	2,470,304	1,796,396	2,521,349	855,532	2,447,294	2,447,294
306	ARENA OPERATING	1,438,696	1,344,182	1,468,132	668,753	1,482,394	1,493,752
309	EN JOIE GOLF COURSE	424,454	499,044	723,200	850,000	850,000	850,000
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		327,953,892	217,509,475	325,926,030	321,623,454	336,505,744	336,735,119

BROOME COUNTY GOVERNMENT  
APPROPRIATIONS BY FUNCTION

TYPE:X EXPENSE

FUNCTION	FUNCTION TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
0010	GENERAL GOVERNMENT	69,896,326	76,412,643	44,995,775	78,340,543	78,021,490	78,022,490
0020	EDUCATION	16,678,372	16,410,519	11,920,426	16,659,113	16,659,113	16,659,113
0030	PUBLIC SAFETY	35,444,542	37,677,060	22,762,612	39,591,113	38,796,124	38,754,312
0040	HEALTH	36,028,837	38,570,720	21,181,195	39,766,902	39,042,867	39,042,867
0050	TRANSPORTATION	27,243,408	23,801,851	15,191,802	25,111,340	25,137,789	25,113,789
0060	ECONOMIC ASSISTANCE AND O	103,871,468	111,419,370	68,751,409	109,103,829	109,027,625	109,132,506
0070	HOME AND COMMUNITY	10,361,354	11,089,422	3,274,263	11,279,354	11,144,354	11,156,474
0075	CULTURE/RECREATION	8,762,240	10,373,364	6,536,431	10,204,582	10,066,487	10,197,747
0090	UNDISTRIBUTED	18,156,347	16,138,392	16,791,020	14,997,793	14,997,793	14,979,151
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		326,442,894	341,893,341	211,404,933	345,054,569	342,893,642	343,058,449

BROOME COUNTY GOVERNMENT  
REVENUE BY FUNCTION

TYPE:R REVENUE

FUNCTION	FUNCTION TITLE	2006 ACTUALS	2007 BUDGET	2007 YTD ACTUAL AS OF 8/31	2008 BUDGET REQUESTED	2008 BUDGET RECOMMENDED	2008 BUDGET ADOPTED
				13,207			
0010	GENERAL GOVERNMENT	179,562,024	185,786,160	130,494,130	194,519,980	195,221,354	195,269,521
0020	EDUCATION	6,535,882	6,254,962	3,893,971	6,593,398	6,593,398	6,593,398
0030	PUBLIC SAFETY	7,689,825	6,204,231	3,400,749	6,367,910	6,467,910	6,567,910
0040	HEALTH	30,614,954	34,303,135	19,748,914	33,952,415	35,009,983	35,009,983
0050	TRANSPORTATION	31,252,430	22,729,572	16,265,996	14,036,377	24,555,305	24,531,305
0060	ECONOMIC ASSISTANCE AND O	53,711,511	55,908,044	33,331,122	52,480,357	52,579,374	52,673,224
0070	HOME AND COMMUNITY	12,254,956	9,205,897	6,040,286	10,170,989	10,170,989	10,170,989
0075	CULTURE/RECREATION	5,467,407	5,327,024	3,933,554	3,023,805	5,429,208	5,440,566
0090	UNDISTRIBUTED	864,903	207,005	387,545	478,223	478,223	478,223
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		327,953,892	325,926,030	217,509,474	321,623,454	336,505,744	336,735,119

## 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	3,642,231,541	8,324,508,047	16.013915	7.00659

## **PROPERTY TAX LEVY BY MUNICIPALITY**

**2008 ADOPTED TAX LEVY BY MUNICIPALITY**

MUNICIPALITY	2007 Equal RATE*	COUNTY TAXABLE DISTRIBUTED	2008 FULL VALUE	FULL VALUE AS PERCENT	COUNTY LEVY	COUNTY TAXABLE**	2008 TAX RATE PER \$1000	2007 TAX RATE PER \$1000	Tax Variance PER \$1000	Tax rate % Variance
CITY OF BINGHAMTON	87.92	\$1,214,980,150	\$1,381,915,548	16.600567%	\$9,682,511	\$1,216,038,134	<b>\$7.962342</b>	\$7.483692	\$0.478650	6.395903%
TOWN OF BARKER	76.20	\$80,546,066	\$105,703,499	1.269787%	\$740,621	\$80,540,016	<b>\$9.195690</b>	\$9.355526	-\$0.159836	-1.708467%
TOWN OF BINGHAMTON	80.40	\$213,422,821	\$265,451,270	3.188792%	\$1,859,907	\$213,410,471	<b>\$8.715163</b>	\$8.602652	\$0.112511	1.307860%
TOWN OF CHENANGO	80.00	\$472,502,358	\$590,627,948	7.095049%	\$4,138,286	\$472,473,108	<b>\$8.758776</b>	\$8.504755	\$0.254021	2.986806%
TOWN OF COLESVILLE	8.90	\$17,553,057	\$197,225,360	2.369213%	\$1,381,877	\$17,501,982	<b>\$78.955458</b>	\$75.059368	\$3.896090	5.190678%
TOWN OF CONKLIN	73.80	\$165,378,883	\$224,090,627	2.691938%	\$1,570,110	\$165,366,893	<b>\$9.494706</b>	\$9.546188	-\$0.051482	-0.539293%
TOWN OF DICKINSON	81.00	\$149,580,248	\$184,666,973	2.218353%	\$1,293,885	\$149,552,598	<b>\$8.651705</b>	\$8.316832	\$0.334873	4.026454%
TOWN OF FENTON	80.00	\$187,972,735	\$234,965,919	2.822580%	\$1,646,309	\$187,953,485	<b>\$8.759130</b>	\$9.127390	-\$0.368260	-4.034675%
TOWN OF KIRKWOOD	87.00	\$264,389,196	\$303,895,628	3.650614%	\$2,129,271	\$264,373,872	<b>\$8.054015</b>	\$7.636862	\$0.417152	5.462353%
TOWN OF LISLE	87.00	\$68,796,628	\$79,076,584	0.949925%	\$554,057	\$68,782,878	<b>\$8.055159</b>	\$9.240993	-\$1.185834	-12.832325%
TOWN OF MAINE	68.93	\$157,446,666	\$228,415,300	2.743890%	\$1,600,412	\$157,414,166	<b>\$10.166887</b>	\$10.246804	-\$0.079918	-0.779927%
TOWN OF NANTICOKE	74.00	\$41,164,354	\$55,627,505	0.668238%	\$389,759	\$41,162,854	<b>\$9.468707</b>	\$9.239468	\$0.229239	2.481083%
TOWN OF SANFORD	74.00	\$142,833,105	\$193,017,709	2.318668%	\$1,352,395	\$142,800,781	<b>\$9.470501</b>	\$9.415593	\$0.054909	0.583168%
TOWN OF TRIANGLE	71.50	\$74,663,189	\$104,424,041	1.254417%	\$731,656	\$74,658,689	<b>\$9.800011</b>	\$9.239691	\$0.560321	6.064280%
TOWN OF UNION	5.00	\$118,744,020	\$2,374,880,400	28.528778%	\$16,639,803	\$117,066,880	<b>\$142.139288</b>	\$135.198646	\$6.940642	5.133663%
TOWN OF VESTAL	4.44	\$67,725,740	\$1,525,354,505	18.323659%	\$10,687,528	\$66,780,796	<b>\$160.038943</b>	\$146.049441	\$13.989502	9.578607%
TOWN OF WINDSOR	75.00	\$206,376,923	\$275,169,231	3.305531%	\$1,927,997	\$206,353,938	<b>\$9.343156</b>	\$8.805403	\$0.537753	6.107083%
2008 TOTALS	44.06%	\$3,644,076,139	\$8,324,508,047	100.000000%	\$58,326,384	\$3,642,231,541	<b>\$16.013914</b>	<b>\$15.260178</b>	\$0.753736	4.939237%
2007 Totals	51.19	\$3,626,952,469	\$7,389,580,155	100.000000%	\$55,301,340	\$3,623,898,760	<b>\$15.260178</b>			
Variance		\$17,123,670	\$934,927,892	\$0	\$3,025,044	\$18,332,781	<b>\$0.753736</b>	4.939237%	\$0.753736	4.939237%

\* 2007 Final Equalization Rates received from the State in November

(County Taxable Distributed amounts are derived by taking County Taxable Amounts and adding back Veterans & Clergy Exemptions)

## **CONSOLIDATED COUNTY FEES**

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## Veteran's Memorial Arena

RENTAL RATES			January - May & October - December			User Fees		
Flat Rate/Day		\$	3,500	per day		Exhibitor Elec. Drops	\$	25 (per day per drop)
Multi-day rental	Monday - Thursday					Head Usher	\$	9 (per hour, super)
Day 1		\$	2,500			Ushers	\$	8 (per hour)
Day 2		\$	2,000			Treasurers Fee	\$	60
Day 3 +		\$	1,500	additional per day		House spotlights	\$	100 (each)
	Friday - Sunday					House Forklift	\$	100 (per day)
Day 1		\$	3,500					
Day 2		\$	3,000					
Day 3 +		\$	2,500					
Move-in/ Rehearsal		\$	2,000	per day				
Concourse only		\$	1,700	per day				
			June - September			Box Office Usage		
Flat Rate/Day		\$	3,000	per day		Box Office Usage	\$	850 (per show run)
Multi-day rental	Monday - Thursday					Day of show sellers	\$	100 (per day)
Day 1		\$	2,000			Ticket Master charges		
Day 2		\$	1,500			Box Office	\$	0.08 (per ticket)
Day 3 +		\$	1,000	additional per day		Remotes	\$	0.15 (per ticket)
	Friday - Sunday					Phone		3.25% **
Day 1		\$	2,500			BO Window		4% **
Day 2		\$	2,000			Group Sales		10% (and expenses)
Day 3 +		\$	1,500					
Move-in/ Rehearsal		\$	1,500	per day				
Concourse only		\$	1,500	per day				
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	\$	120 per hour
						T-shirt security	\$	16 per hour per officer
						Concessions		American Vending
								John Palmiter
						** Subject to automatic increases equal to increases in the inter-bank rates		

## Broome County Forum

Rental Rates		Contractual Expenses	
One day show	\$ 1,400.00	Local I.A.T.S.E. #54	Building setups show move-in/move out show setup performances
2 day show	\$ 2,600.00		
3 day show	\$ 3,600.00		
More than 3 day show	\$ 1,000.00 (additional per day)		
2 shows in a day	\$ 700.00 additional		
Rehearsal day	\$ 125.00 (5 hours)	Police	\$ 25.00 (per hour - 4 hour min)
	\$ 30.00 (per hour over)	T-Shirt Security	\$ 14.00 (per hour)
Any organization renting the Forum Theatre of 10 or more performance per year must pay the 2 shows in a day rate		Concessions	Food Consultants Inc. American Food & Vending John Palmiter
Reduced Weekday (Monday through Thursday)		Event Staff	\$ 8.00 (per hour)
One day show	\$ 1,400.00	Event Staff Supervisor	\$ 9.00 (per hour)
2 day show	\$ 2,400.00		
3 day show	\$ 700.00		
More than 3 day show	\$ 700.00 (additional per day)		
User Fees		NON-PROFIT Rates	
Spotlight	\$ 50.00 Strong Trouper	First show of day	\$ 950.00
Spotlights	\$ 125.00 Each, per show Strong Super Trouper - Carbon	Second show of day	\$ 475.00
Box Office Fees		T-shirt security	\$ 16.00 (per hour)
Box Office Usage	\$ 200.00 (per run max)		
Day of show sellers	\$ 50.00 (per seller)		
Ticket Master Charges			
Box Office	\$ 0.08 (per ticket)		
Remotes	\$ 0.15 (per ticket)		
Phone	3% **		
BO Window	4% **		

\*\* Subject to automatic increases equal to increases in the interbank rates.

## Parks and Recreation Fees

Camping		Greenwood		
	\$ 15.00		Non-electric	
	\$ 18.00		Electric	
	\$ 5.00		Reservation Fee (1 time per site/per stay)	
Shelters				
	\$ 20.00	Weekdays		
	\$ 75.00	Weekends/Holidays		
Boat Rentals		Deposit	Per Hour	Per day
	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	\$ 5.00	\$ 1.00	\$ 5.00
	(62 yrs +, Mon-Fri, no holidays)			
Sailing Lessons				
	\$ 50.00	Per lesson (includes ARC registration fee)		
Cross Country Skiing				
	\$ 3.00	Rental per hour (skis & snowshoes)		
	\$ 4.00	Trail fee per day (non-renters)		
	\$ 30.00	Season pass		

# En-Joie Golf Fee 2008

556

## **Membership**

Adult Membership	\$1,300
Husband and Wife	\$2,000
Seniors – over 62	\$1,100
Seniors: Husband/Wife over 62	\$1,650
Intermediate (19-24)	\$800
Junior (under 18)	\$500

## **Daily Fee**

Adult	Monday thru Thursday	\$34.00
Adult	Monday thru Thursday w/cart	\$46.00
Senior	Monday thru Thursday	\$30.00
Senior	Monday thru Thursday w/cart	\$42.00
Junior	Monday thru Thursday	\$24.00
Junior	Monday thru Thursday w/cart	\$36.00
Twilight Rate	Monday-Friday after 4:00 pm	\$35.00

## **Weekend**

Adult	Friday with cart	\$50.00
Adult	Sat, Sun & Holiday with cart	\$54.00
Senior	Friday with cart	\$46.00
Senior	Sat, Sun & Holiday with cart	\$50.00
Junior	Friday with cart*	\$40.00
Junior	Sat, Sun & Holiday with cart*	\$40.00
Twilight Rate	Sat, Sun & Holidays after 3:00 pm	\$40.00
	*Drivers License Required	

## **Miscellaneous**

Cart per person – daily	\$12.00
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Tee Time may be made seven (7) days in advance.

Riding carts mandatory Friday, Saturday, Sunday and Holidays until **1:00 pm**.

## **Frequent Play Cards 10 (ten) rounds**

<b>Weekdays</b>	\$300.00
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<b>Weekends</b>	\$475.00
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<b>Seniors - Weekends</b>	\$450.00
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<b>Seniors - Weekdays</b>	\$275.00
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Locker Fee	\$40.00
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Club Storage	\$50.00
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Handicaps	\$20.00
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**Pre-paid discount Cart Cards will be made available to Member at a reduced rate!**

9 hole rates available

## FINANCE DEPARTMENT - TAX COLLECTION FEES

### Town & County Unpaid Taxes

Date Paid	Description	Fee
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>	\$10.00

### 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

[illegible]

## Common Department of Motor Vehicles Fees

FEE DESCRIPTION		Registration Fees for Passenger Vehicles						Registration Fees for Commercial Vehicles		
		Weight of Vehicle (lbs.)	2-year Fee	Weight of Vehicle (lbs.)	2-year Fee	Weight of Vehicle (lbs.)	2-year Fee	Weight of Vehicle (lbs.)	2-year Fee	Weight of Vehicle (lbs.)
<b>Civil Penalty*</b>		0000 - 1650	\$20.50	3551 - 3650	\$47.00	5551 - 5650	\$86.00			
First 30 days	\$8 per day	1651 - 1750	\$22.00	3651 - 3750	\$49.00	5651 - 5750	\$88.00	000 - 500	\$6.00	9,001 - 9,500
31 - 60 days	\$10/day + \$240	1751 - 1850	\$23.00	3751 - 3850	\$51.00	5751 - 5850	\$90.00	501 - 1,000	\$11.50	9,501 - 10,000
31 - 90 days	\$12/day + \$540	1851 - 1950	\$24.50	3851 - 3950	\$53.00	5851 - 5950	\$91.50	1,001 - 1,500	\$17.50	10,001 - 10,500
License Renewal (CDL)*	\$125 varies	1951 - 2050	\$26.00	3951 - 4050	\$55.00	5951 - 6050	\$93.50	1,501 - 2,000	\$23.00	10,501 - 11,000
License Renewal (Class D)*	\$50	2051 - 2150	\$27.00	4051 - 4150	\$57.00	6051 - 6150	\$95.50	2,001 - 2,500	\$29.00	11,001 - 11,500
Permit (Class D)*	\$75	2151 - 2250	\$28.50	4151 - 4250	\$58.50	6151 - 6250	\$97.50	2,501 - 3,000	\$34.50	11,501 - 12,000
Permit (Motorcycle)*	\$21	2251 - 2350	\$29.50	4251 - 4350	\$60.50	6251 - 6350	\$99.50	3,001 - 3,500	\$40.50	12,001 - 12,500
Plate (General)	\$15	2351 - 2450	\$31.00	4351 - 4450	\$62.50	6351 - 6450	\$101.50	3,501 - 4,000	\$46.00	12,501 - 13,000
Registration (ATV)***	\$45	2451 - 2550	\$32.00	4451 - 4550	\$64.50	6451 - 6550	\$103.50	4,001 - 4,500	\$52.00	13,001 - 13,500
Registration (Passenger Vehicle)**	\$60	2551 - 2650	\$33.50	4551 - 4650	\$66.50	6551 - 6650	\$105.50	4,501 - 5,000	\$57.50	13,501 - 14,000
Registration (Snowmobile)***	\$100	2651 - 2750	\$35.00	4651 - 4750	\$68.50	6651 - 6750	\$107.00	5,001 - 5,500	\$63.50	14,001 - 14,500
Registration (Trailer)**	\$12	2751 - 2850	\$36.00	4751 - 4850	\$70.50	6751 - 6850	\$109.00	5,501 - 6,000	\$69.00	14,501 - 15,000
Registration (Truck)**	\$80	2851 - 2950	\$37.50	4851 - 4950	\$72.50	6851 - 6950	\$111.00	6,001 - 6,500	\$75.00	15,001 - 15,500
Title	\$50	2951 - 3050	\$38.50	4951 - 5050	\$74.00	> 6951	\$112.00	6,501 - 7,000	\$80.50	15,501 - 16,000
		3051 - 3150	\$40.00	5051 - 5150	\$76.00			7,001 - 7,500	\$86.50	16,001 - 16,500
		3151 - 3250	\$41.50	5151 - 5250	\$78.00			7,501 - 8,000	\$92.00	16,501 - 17,000
		3251 - 3350	\$42.50	5251 - 5350	\$80.00			8,001 - 8,500	\$98.00	17,001 - 17,500
		3351 - 3450	\$44.00	5351 - 5450	\$82.00			8,501 - 9,000	\$103.50	17,501 - 18,000
			\$45.00	5451 - 5550	\$84.00					

\*\*These fees are based on gross weight. We've made an estimate. These numbers fluctuate a great deal.

\*\*\*These fees are variable based on membership in trail organizations.

Vehicle Use Taxes for Passenger Vehicles			Vehicle Use Taxes for Commercial Vehicles	
COUNTY	TAX	APPLIES TO:		
BROOME	For passenger vehicles that weigh 3500 lbs. or less: \$10 for two years (\$5 per year).	All original registrations and renewals.	Broome	\$20 for two years (\$10 per year).
	For passenger vehicles that weigh 3501 lbs. or more: \$20 for two years (\$10 per year).			All original registrations and renewals.

**Broome County Health Department  
Environmental Health Services Division  
Fee Schedule**

<b>PERMITS</b>	<b>Fee</b>
<b>FOOD SERVICE</b>	
Seats <100	\$ 119.00
Seats >99	\$ 238.00
Delicatessen	\$ 155.00
Commissary/Caterer	\$ 321.00
Temporary Food Seasonal	\$ 45.00
Temporary Food (7 days)	\$ 20.00
<b>POOLS/BEACHES</b>	
Bathers 100	\$ 155.00
Bathers more than 100	\$ 309.00
<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
Sites: 21 - 40	\$ 285.00
Sites: 41 - 75	\$ 835.00
Sites 76 and above	\$ 1,075.00
<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

<b>PLAN REVIEW</b>	<b>Fee</b>
Food Service	\$ 30.00
Pools/Beaches	\$ 250.00
Spa	\$ 200.00
Hotels/Motels/Room	\$ 15.00
Traver Trailer Camp/Site	\$ 10.00
Mobile Home Parks/Site	\$ 25.00
Children's Camps	\$ 400.00
Individual Sewage Systems	\$ 50.00
New Construction	\$ 75.00
Existing Construction	\$ 75.00
Commercial Engineering Plan	\$ 75.00
Mass Gatherings	\$ 26,000.00
<b>LAND DEVELOPMENT/SITE</b>	
Private Water/Private Sewer	\$ 40.00
Private Sewer/Public Water	\$ 30.00
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

**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	\$ 130.00	
<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	\$ 80.00	
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)	\$ 50.00	
<b>Minimal</b>		
Vaccine Administration (plus vaccine cost if not state supplied)		
single dose	\$ 17.00	
multiple dose	\$ 25.00	
Lead Screening	\$ 25.00	
Immunization History Alone	\$ 25.00	

**\*Additional Charges (if not part of physical exam)**

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	\$ 30.00
MMR (adult)	\$ 42.00
Tetanus (adult)	\$ 19.00
Pneumovac	\$ 27.00
Hepatitis B (adult)	\$ 25.00
Varicella (adult)	\$ 50.00
Meningococcal Vaccine (for college students)	\$ 85.00
Hepatitis A (for chronic Hepatitis patients)	\$ 21.00
Travel	
Meningococcal Vaccine	\$ 85.00
Typhoid Vaccine	\$ 43.00
Yellow Fever Vaccine	\$ 71.00
Hepatitis A Vaccine	\$ 21.00
Polio (adult, only used for travel in adults)	\$ 22.00
Rabies	\$ 140.00
HIV Rapid Lab Test	\$ 50.00
Venipuncture	\$ 10.00

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		\$45 per ton		\$20 per ton	
Asbestos (A)	\$ 100.00	\$2 minimum residents		\$2 minimum residents		\$2 minimum residents	
Auto Fluff (AF)	\$ 23.50	\$4 minimum commercial		\$4 minimum commercial			
Residential Aggregates (AG)	\$ 45.00	Pounds	Cost	Pounds	Cost	Pounds	Cost
Animal Waste (AW)	\$ 100.00	Up to 100	\$ 2.00	Up to 100	\$ 4.00	Up to 200	\$ 2.00
Compost Bing (BIN)	\$ 36.00	140	\$ 2.80	140	\$ 4.00	240	\$ 2.40
Construction & Demo Debris ©	\$ 40.00	200	\$ 3.80	200	\$ 4.50	300	\$ 3.00
AG / AS Construction (CA)	\$ 45.00	240	\$ 4.80	240	\$ 5.40	340	\$ 3.40
Contaminated Debris (CD)	\$ 40.00	300	\$ 6.00	300	\$ 6.75	400	\$ 4.00
Cover Material (CM)	\$ 23.50	340	\$ 6.80	340	\$ 7.65	440	\$ 4.40
Contaminated Soil (CS)	\$ 27.00	400	\$ 8.00	400	\$ 9.00	500	\$ 5.00
Contaminated Soil Bury (CSB)	\$ 27.00	440	\$ 8.80	440	\$ 9.90	540	\$ 5.40
Contaminated Commercial Garbage (CX)	\$ 40.00	500	\$ 10.00	500	\$ 11.25	600	\$ 6.00
Ditch Dirt (DD)	\$ -	600	\$ 12.00	600	\$ 13.50	640	\$ 6.40
Flood Debris (FD)	\$ -	700	\$ 14.00	700	\$ 15.75	700	\$ 7.00
Glass Aggregate #1 (GL1)	\$ 2.00	800	\$ 16.00	800	\$ 18.00	800	\$ 8.00
Glass Aggregate #2 (GL2)	\$ 4.00	900	\$ 18.00	900	\$ 20.25	900	\$ 9.00
Municipal Cleanup Construction (MCC)	\$ 40.00	1000	\$ 20.00	1000	\$ 22.50	1000	\$ 10.00
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**

HOUSEHOLD GROSS INCOME	FAMILY SIZE 1	FAMILY SIZE 2	FAMILY SIZE 3	FAMILY SIZE 4	FAMILY SIZE 5	FAMILY SIZE 6	FAMILY SIZE 7+
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  
2007 Fees & Contributions Update**

September 2007

	2007 Fees	2007 Suggested Contribution	Comments
Congregate Meals		\$2.50	Meals served at senior centers
Home Delivered Meals		\$2.50	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		\$16.00	One 7-hour day of service
Adult Day Care - Private Pay	\$40.00		One 7-hour day of service
Adult Day Care - LTHHC	\$40.00		One 7-hour day of service
Transportation		\$1.00/one way ride	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	No change planned		Business advertisements
Sr. News Sub./Misc		\$7.00 annually	12 monthly issues of "Senior News"
Respite		\$10-\$35/day	4 hours of caregiver respite service

## 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\*\*

<b>Product:*</b>	<u>8.5 x 11 ( A )</u>	<u>11 x 17 ( B )</u>	<u>17 x 22 ( C )</u>	<u>22 x 34 ( D )</u>	<u>34 x 44 ( E )</u>
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\*\*\*

<b>Product:</b>		<u>8.5 x 11</u>	<u>11 x 17</u>	<u>Large</u>
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.*

## Broome County Sheriff's Office

Description		Fees
Records Money		.25 per copy for accident reports
Other Public Safety Income		
5th Avoidable Alarm		\$25
6th and up		\$50
Sheriff ID Fees		\$10.00
Pistol Permits		\$10 (County's portion per Penal Law)
Felony Prisoners		\$40 per day for parole violators
State Readies		\$40 per day
Other Local Governments		\$85 base rate per day inmate house
		\$200 Medical per day inmate house
		\$150 Special housing per day
US Marshall Jail Facility		\$97 per day

Sheriff Fees		MILEAGE CHART			
INCOME EXECUTION - 1ST STAGE	\$37.00	AIRPORT	\$14.00	MAINE	\$ 16.50
		CASTLE CREEK	\$ 12.00	MARATHON	\$ 29.50
INCOME EXECUTION - 2ND STAGE	\$37.00	CENTER VILLAGE	\$21.50	MCCLURE	\$ 25.50
INCOME EXECUTION - 2ND STAGE ONLY	\$37.00	CHENANGO BRIDGE	\$ 6.50	MURPHY ROAD	\$ 10.00
PROPERTY EXECUTION LEVY	\$ 30.00*	CHENANGO FORKS	\$ 13.00	NANTICOKE	\$ 21.50
PROPERTY EXECUTION / SALE - DEPOSIT	\$ 350.00	CITY OF BINGHAMTON	\$4.50	NINEVEH	\$ 23.50
PROPERTY EXECUTION REAL PROPERTY DEPOSIT	\$ 550.00	COLESVILLE ROAD	\$ 13.50	NORTH SANFORD	\$ 27.50
		CONKLIN	\$ 10.00	PORT CRANE	\$ 11.00
POSTINGS OF NOTICE OF SALE	\$15.00*	CONKLIN FORKS	\$ 12.00	PORT DICKINSON	\$ 5.00
SUMMONS (WITH COMPLAINT, NOTICE & PETITION)	\$15.00*	CORBETTSVILLE	\$ 13.50	PIERCE CREEK RD	\$ 10.00
INFORMATION SUBPOENA	\$45.00*	DAMASCUS	\$ 25.50	RICHFORD	\$ 25.50
SUBPOENA (DUCES TECUM)	\$15.00*	DEPOSIT	\$28.50	ROSS CORNERS	\$ 12.00
CITATION	\$15.00*	EAST MAINE	\$ 16.50	SANITARIA SPRINGS	\$ 13.00
3 DAY NOTICE OR 30 DAY NOTICE TO TENANT	\$22.00*	ENDICOTT	\$ 10.00	TRACEY CREEK RD	\$ 13.50
SHOW CAUSE ORDER	\$45.00*	ENDWELL	\$ 8.00	TRIANGLE	\$ 24.50
NOTICE OF MOTION	\$45.00*	GLEN AUBREY	\$19.50	TUNNEL RD	\$ 19.50
WRIT OF HABEAS CORPUS (CONTEMPT ORDER)	\$45.00*	GLENDALE	\$ 12.00	UNION CENTER	\$ 13.00
ORDER/WARRANT OF ARREST	\$65.00*	HARPURSVILLE	\$20.50	VESTAL CENTER	\$ 15.50
ANY OTHER MANDATE ORDERS	\$45.00*	HAWLEYTON	\$ 10.00	VESTAL	\$ 12.00
ORDER OF SEIZURE	\$90.00*	JOHNSON CITY	\$ 6.00	WEST CORNERS	\$ 11.00
ADDITIONAL DEFENDANT SERVED	\$40.00	KATTELVILLE ROAD	\$ 11.00	WHITNEY POINT	\$ 21.50
WITH SUMMONS AND COMPLAINT	\$15.00	KILLAWOG	\$ 25.50	WINDSOR	\$ 21.50
EACH ADDITIONAL SERVICE	\$15.00	KIRKWOOD	\$ 11.00		
ORDER OF ATTACHMENT	\$85.00*	LISLE	\$ 23.50		
ADDITIONAL LEVY	\$40.00				
WITH SUMMONS AND COMPLAINT	\$15.00				
EACH ADDITIONAL SERVICE	\$15.00				
NOTICE OF APPEAL	\$30.00*				
NOTICE OF PETITION/PETITION TO RECOVER	47.00*				
ADDITIONAL TENANT	\$15.00				
WARRANT OF EVICTION	112.00*				
ADDITIONAL TENANT	\$30.00				

*Additional Fee for serving incarcerated individual	\$5.00
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### 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		
2. Weights - field standard (Class F)		7. Stationary petroleum metering systems	
(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
3. Linear field measures		8. Bulk milk tanks	
(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		
4. Liquid measures and devices		9. Timing devices	
(I) Liquid measures 20 L (5 gal) or less	\$ 8	(I) All commercially used devices where time is a basis for charge	\$ 4
(II) Liquid pump (hand-operated) 20 L (5 gal) or less	\$ 20	except for:	
		(II) Devices owned or operated by governmental agencies	N/C
5. Petroleum dispensing and measuring devices		10. Taxi meters	\$ 40
(I) Single dispensing pump	\$ 20		
(II) Dual dispensing pump	\$ 40		
(III) Blend dispensing pump	\$ 40		
(IV) Grease and oil pump	\$ 8		

# Willow Point Nursing Home

## Medicaid - Resource Utilization Groups (RUG Score)

Nursing case-mix	Therapy Case-mix	Therapy Non-case- mix	Non-case- mix component
\$142.04	\$106.99	\$14.09	\$72.49

0.76087 Labor  
0.23913 Non-Labor

Wage index: 0.8786 Wage Index

1.0011 Budget Neutrality Factor

53 RUG-III Group	Nursing Index	Component Rate	Therapy Index	Case Mix Rate	Therapy Non-Case Mix Component	Non-Case Mix Component	FY 2007 Federal Total rate	Labor Related Adjusted	Non-Labor Related	Total Rate, Wage Adjusted
RUX	1.90	\$ 269.88	2.25	\$ 240.73		\$ 72.49	\$ 583.09	\$ 389.80	\$ 139.44	\$ 529.23
RUL	1.40	\$ 198.86	2.25	\$ 240.73		\$ 72.49	\$ 512.07	\$ 342.32	\$ 122.45	\$ 464.77
RVX	1.54	\$ 218.74	1.41	\$ 150.86		\$ 72.49	\$ 442.09	\$ 295.54	\$ 105.72	\$ 401.25
RVL	1.33	\$ 188.91	1.41	\$ 150.86		\$ 72.49	\$ 412.26	\$ 275.60	\$ 98.58	\$ 374.18
RHX	1.42	\$ 201.70	0.94	\$ 100.57		\$ 72.49	\$ 374.76	\$ 250.53	\$ 89.62	\$ 340.14
RHL	1.37	\$ 194.59	0.94	\$ 100.57		\$ 72.49	\$ 367.66	\$ 245.78	\$ 87.92	\$ 333.70
RMX	1.93	\$ 274.14	0.77	\$ 82.38		\$ 72.49	\$ 429.01	\$ 286.79	\$ 102.59	\$ 389.38
RML	1.68	\$ 238.63	0.77	\$ 82.38		\$ 72.49	\$ 393.50	\$ 263.05	\$ 94.10	\$ 357.15
RLX	1.31	\$ 186.07	0.43	\$ 46.01		\$ 72.49	\$ 304.57	\$ 203.60	\$ 72.83	\$ 276.44
RUC	1.28	\$ 181.81	2.25	\$ 240.73		\$ 72.49	\$ 495.03	\$ 330.93	\$ 118.38	\$ 449.30
RUB	0.99	\$ 140.62	2.25	\$ 240.73		\$ 72.49	\$ 453.84	\$ 303.39	\$ 108.53	\$ 411.92
RUA	0.84	\$ 119.31	2.25	\$ 240.73		\$ 72.49	\$ 432.53	\$ 289.15	\$ 103.43	\$ 392.58
RVC	1.23	\$ 174.71	1.41	\$ 150.86		\$ 72.49	\$ 398.06	\$ 266.10	\$ 95.19	\$ 361.29
RVB	1.09	\$ 154.82	1.41	\$ 150.86		\$ 72.49	\$ 378.17	\$ 252.81	\$ 90.43	\$ 343.24
RVA	0.82	\$ 116.47	1.41	\$ 150.86		\$ 72.49	\$ 339.82	\$ 227.17	\$ 81.26	\$ 308.43
RHC	1.22	\$ 173.29	0.94	\$ 100.57		\$ 72.49	\$ 346.35	\$ 231.53	\$ 81.80	\$ 313.33
RHB	1.11	\$ 157.66	0.94	\$ 100.57		\$ 72.49	\$ 330.73	\$ 221.09	\$ 79.09	\$ 300.18
RHA	0.94	\$ 133.52	0.94	\$ 100.57		\$ 72.49	\$ 306.58	\$ 204.95	\$ 73.31	\$ 278.26
RMC	1.15	\$ 163.35	0.77	\$ 82.38		\$ 72.49	\$ 318.22	\$ 212.73	\$ 76.10	\$ 288.82
RMB	1.09	\$ 154.82	0.77	\$ 82.38		\$ 72.49	\$ 309.70	\$ 207.03	\$ 74.06	\$ 281.09
RMA	1.04	\$ 147.72	0.77	\$ 82.38		\$ 72.49	\$ 302.59	\$ 202.28	\$ 72.36	\$ 274.64
RLB	1.14	\$ 161.93	0.43	\$ 46.01		\$ 72.49	\$ 280.42	\$ 187.46	\$ 67.06	\$ 254.52
RLA	0.85	\$ 120.73	0.43	\$ 46.01		\$ 72.49	\$ 239.23	\$ 159.93	\$ 57.21	\$ 217.13
SE3	1.86	\$ 264.19			\$ 14.09	\$ 72.49	\$ 350.77	\$ 234.49	\$ 83.88	\$ 318.37
SE2	1.49	\$ 211.64			\$ 14.09	\$ 72.49	\$ 298.22	\$ 199.36	\$ 66.38	\$ 265.74
SE1	1.26	\$ 178.97			\$ 14.09	\$ 72.49	\$ 265.55	\$ 177.52	\$ 63.50	\$ 241.02
SSC	1.23	\$ 174.71			\$ 14.09	\$ 72.49	\$ 261.29	\$ 174.67	\$ 62.48	\$ 237.15

Calculations based SNF PPS Final Update correction published in 2007 Federal Register  
Rate difference of a penny due to rounding in calculations  
Available at: [www.cms.hhs.gov/manuals/transmittals/comm\\_date\\_dsc.asp](http://www.cms.hhs.gov/manuals/transmittals/comm_date_dsc.asp)

53 RUG-III Group	Nursing Index	Component Rate	Therapy Index	Case Mix Rate	Therapy Non-Case Mix Component	Non-Case Mix Component	FY 2007 Federal Total rate	Labor Related Adjusted	Non-Labor Related	Total Rate Wage Adjusted
SSB	1.13	\$ 160.51			\$ 14.09	\$ 72.49	\$ 247.09	\$ 165.18	\$ 59.09	\$ 224.26
SSA	1.10	\$ 156.24			\$ 14.09	\$ 72.49	\$ 242.82	\$ 162.33	\$ 58.07	\$ 220.39
CC2	1.22	\$ 173.29			\$ 14.09	\$ 72.49	\$ 259.87	\$ 173.72	\$ 62.14	\$ 235.86
CC1	1.06	\$ 150.56			\$ 14.09	\$ 72.49	\$ 237.14	\$ 158.53	\$ 56.71	\$ 215.24
CB2	0.98	\$ 139.20			\$ 14.09	\$ 72.49	\$ 225.78	\$ 150.93	\$ 53.99	\$ 204.92
CB1	0.91	\$ 129.26			\$ 14.09	\$ 72.49	\$ 215.84	\$ 144.29	\$ 51.61	\$ 195.90
CA2	0.90	\$ 127.84			\$ 14.09	\$ 72.49	\$ 214.42	\$ 143.34	\$ 51.27	\$ 194.61
CA1	0.80	\$ 113.63			\$ 14.09	\$ 72.49	\$ 200.21	\$ 133.84	\$ 47.88	\$ 181.72
IB2	0.74	\$ 105.11			\$ 14.09	\$ 72.49	\$ 191.69	\$ 128.14	\$ 45.84	\$ 173.98
IB1	0.72	\$ 102.27			\$ 14.09	\$ 72.49	\$ 188.85	\$ 126.25	\$ 45.16	\$ 171.40
IA2	0.61	\$ 86.64			\$ 14.09	\$ 72.49	\$ 173.22	\$ 115.80	\$ 41.42	\$ 157.22
IA1	0.56	\$ 79.54			\$ 14.09	\$ 72.49	\$ 166.12	\$ 111.05	\$ 39.72	\$ 150.78
BB2	0.73	\$ 103.69			\$ 14.09	\$ 72.49	\$ 190.27	\$ 127.20	\$ 45.50	\$ 172.69
BB1	0.69	\$ 98.01			\$ 14.09	\$ 72.49	\$ 184.59	\$ 123.40	\$ 44.14	\$ 167.54
BA2	0.60	\$ 85.22			\$ 14.09	\$ 72.49	\$ 171.80	\$ 114.85	\$ 41.08	\$ 155.93
BA1	0.52	\$ 73.86			\$ 14.09	\$ 72.49	\$ 160.44	\$ 107.25	\$ 38.37	\$ 145.62
PE2	0.85	\$ 120.73			\$ 14.09	\$ 72.49	\$ 207.31	\$ 138.59	\$ 49.57	\$ 188.16
PE1	0.82	\$ 116.47			\$ 14.09	\$ 72.49	\$ 203.05	\$ 135.74	\$ 48.56	\$ 184.30
PD2	0.78	\$ 110.79			\$ 14.09	\$ 72.49	\$ 197.37	\$ 131.94	\$ 47.20	\$ 179.14
PD1	0.76	\$ 107.95			\$ 14.09	\$ 72.49	\$ 194.53	\$ 130.04	\$ 46.52	\$ 176.56
PC2	0.71	\$ 100.85			\$ 14.09	\$ 72.49	\$ 187.43	\$ 125.30	\$ 44.82	\$ 170.12
PC1	0.69	\$ 98.01			\$ 14.09	\$ 72.49	\$ 184.59	\$ 123.40	\$ 44.14	\$ 167.54
PB2	0.55	\$ 78.12			\$ 14.09	\$ 72.49	\$ 164.70	\$ 110.10	\$ 39.39	\$ 149.49
PB1	0.54	\$ 76.70			\$ 14.09	\$ 72.49	\$ 163.28	\$ 109.15	\$ 39.05	\$ 148.20
PA2	0.53	\$ 75.28			\$ 14.09	\$ 72.49	\$ 161.86	\$ 108.20	\$ 38.71	\$ 146.91
PA1	0.50	\$ 71.02			\$ 14.09	\$ 72.49	\$ 157.60	\$ 105.36	\$ 37.69	\$ 143.04

### Other Project Fees

Medicaid per diem	\$ 158.15
Commercial & Private Room rate	\$ 212.00
New York State Assessment	6%
Medicare Part D Services	
PT Evaluations	\$ 65.26
OT Evaluations	\$ 68.31

## FRONT STREET DOG SHELTER FEES

Description	Fee
<b>Adoption Fee</b>	\$97.50
<b>Redemption Fees</b>	
First Impoundment	\$40 first 24 hours \$5.00 each additional or part of 24 hours day 2-4 \$10 day 5 +
Second Impoundment	\$50 first 24 hours \$5.00 each additional or part of 24 hours day 2-4 \$10 day 5 +
Third Impoundment	\$60 first 24 hours \$5.00 each additional or part of 24 hours day 2-4 \$10 day 5 +
<b>Emergency Boarding</b>	\$15/day per dog      Max 30 days
<b>Prearranged Boarding</b>	\$15/day per dog + \$2.00 per dog for food if not provided by owner
<b>Accepting Unwanted Dogs</b>	
Owners outside Broome County	\$30/ adoptable dog
Dog adopted from other shelter	\$30/ adoptable dog
<b>Owner Requested Euthanasia</b>	\$40/per dog

LL #1 of 2007

## Broome County Fee Schedule

Civil Service Exams		Real Property	
Open-competitive	\$ 15.00	Small Maps	\$ 3.00
Promotional	\$ 7.50	Large Maps	\$ 5.00
Uniformed OC	\$ 25.00	Planametric Map	\$ 7.50
Uniformed Prom	\$ 12.50	Full County Maps-Disk	\$ 500.00
*Unemployed DSS recipients who are primarily responsible for their household may receive waivers		Title Search Fee	\$ 150.00
		Tax Installment Certification	\$ 10.00
		Full Sheet Ariel Maps	\$ 20.00
		Tax Receipt (pick up)	\$ 1.00
		Tax Receipt (mail or fax)	\$ 2.00
		Copies	\$ 0.25
Legislature		Tax Bill Processing Charges	
Guide to County, Town and Village Officials	First Free - \$2.00 each add	Maintenance	\$ 0.80
Freedom of Information Req	\$.25 / page	Paper	\$ 0.05
Freedom of Information CD	\$2.00	Folding	\$ 0.05
Budget Book (hard copy)	\$17.50	Stuffing	\$ 0.07
Budget Book (CD)	\$7.50	Sealing	\$ 0.07
Capital Improvement Program	\$3.50	Printing	\$ 0.08
Rate based on printing costs provided by Budget Office		Additional Insert	\$ 0.07
Broome County Library		911 Emergency Services	
<b>Overdues</b>		Wireline phones	\$.35/month
Adult materials	.10/day/item	Wireless phones	\$.30/month
Print	.10/day/item		
CDs	.10/day/item		
Books on tape	.50/day/item		
Interlibrary loan (ILL)	\$2.00/day/item		
VC/DVD/MP3 players			
Children's materials	.10/day/item		
Print	.10/day/item		
CDs	\$2.00/day/item		
VC/DVD			
<b>Maximum fines</b>			
Hardcover books and AV	\$10.00		
VC/DVD	\$20.00		
Paperbacks and periodicals	\$5.00		
Youth Services hardcover books	\$5.00		
Interlibrary loan (ILL)	No Limit		
Repair for recirculation	Varies		
Processing fees	\$5.00		
Lost card	\$ 5.00		
Returned check fee	\$ 20.00		
Photocopies (public machines)	.20/copy		
Microfilm Prints	.25/copy		
Computer paper (for public computers)	.15/sheet		
<b>Room Rental (May include additional charges)</b>			
Government or School Groups	Free		
Profit Corporations or individuals	\$100		
Non-Profit Groups	\$35		
		Public Defender	
		Court Ordered Revenue	
		Misdemeanors	\$65/hour
		Felonies	\$75/hour
		Parole Matters	\$75/hour