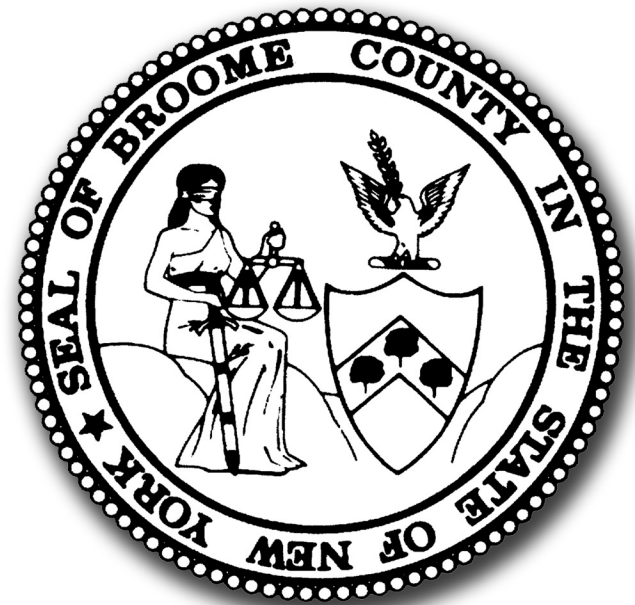


# *Broome County* **BUDGET**

*Adopted*  
**2010**



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

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

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

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

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

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

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

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

**RESOLUTION NO. 09-501 ADOPTING THE BROOME COUNTY BUDGET FOR FISCAL YEAR 2010**

RESOLVED, that the tentative budget of the County of Broome, including the County's 2010 Capital Budget, as corrected and amended to \$64,331,918 be and it hereby is adopted as the budget for the County of Broome, for the year commencing January 1, 2010 and ending December 31, 2010 and be it

FURTHER RESOLVED, that the Director of Budget and Research 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 9<sup>th</sup> day of November 2009, by a majority of the members elected to the Legislature of said County at a regular 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 10<sup>th</sup> day of December, 2009.

County Executive

Clerk, County Legislature  
County of Broome

Date:

## 2009 BROOME COUNTY ADMINISTRATION

### County Executive's Office

|   |   |
|---|---|
| Barbara J. Fiala<br>Darcy M. Fauci<br>Patrick J. Brennan<br>Leigh Ann Scheider<br>Colleen A. Wagner<br>Tammy S. Kocak<br>Carolyn M. Penna | <b>County Executive</b><br><b>Deputy County Executive of Human Services</b><br><b>Deputy County Executive of Physical Services</b><br><b>Executive Assistant</b><br><b>Executive Assistant</b><br><b>Administrative Assistant</b><br>Secretary, Deputy County Executive |
|---|---|

### Budget Office

|  |  |
|--|--|
| Marie F. Kalka<br>Martin J. Gerchman<br>Darlene R. Croston | Director, <b>Budget &amp; Research</b><br>Deputy Director, <b>Budget &amp; Research</b><br>Secretary, <b>Budget &amp; Research</b> |
|--|--|

### Elected and Appointed Officials

|  |  |
|--|--|
| Daniel D. Reynolds<br>Richard R. Blythe<br>Gerald F. Mollen<br>David E. Harder<br>Eric S. Denk<br>Alex J. McLaughlin<br>Eugene D. Faughnan, Esq.<br>John L. Perticone, Esq.<br>Wadih Diab, MD<br>Timothy T. Jones, MD<br>Michael T. McCarville, MD<br>John C. Prindle, MD<br>Dr. John W. Deans | Chairman, <b>Legislature</b><br>County Clerk<br>District Attorney<br>Sheriff<br>Clerk, <b>Legislature</b><br>Comptroller, <b>Audit &amp; Control</b><br>Commissioner, <b>Elections</b><br>Commissioner, <b>Elections</b><br><b>Coroner</b><br><b>Coroner</b><br><b>Coroner</b><br>Interim President, <b>Broome Community College</b> |
|--|--|

### Heads of County Departments and Administrative Units

|   |  |
|---|--|
| Carl R. Beardsley<br>Kathleen A. Bunnell<br>Michelle M. Berry<br>Michelle L. Haus<br>Gerald R. Smith<br>Terry R. Stark<br>Brett B. Chellis<br>Jerome Z. Knebel<br>Claudia A. Edwards<br>Michael J. Restino<br>Kim S. McKinney<br>Joseph J. Sluzar<br>Lisa S. Wise<br>Michael W. Klein<br>Rita M. Petkash<br>Lorraine S. Wilmot<br>Jay L. Wilber<br>Janet R. Laszewski<br>Kevin P. Keough<br>Robert E. Murphy<br>James D. Dadamio<br>Arthur R. Johnson<br>George H. Bagnetto<br>James F. May<br>Brian J. Vojtisek<br>Steven P. Reagan<br>Beth A. Roberts | Commissioner, <b>Aviation</b><br>Director, <b>Office for Aging</b><br>Director, <b>CASA</b><br>Director, <b>Central Food</b><br><b>County Historian</b><br>Director, <b>Employment &amp; Training</b><br>Director, <b>Emergency Services</b><br>Commissioner, <b>Finance</b><br>Director, <b>Health</b><br>Director, <b>Highways</b><br>Director, <b>Information Technology</b><br>County Attorney, <b>Law</b><br>Director, <b>Library</b><br><b>Personnel Officer</b><br>Commissioner, <b>Planning &amp; Economic Development</b><br>Director, <b>Probation</b><br><b>Public Defender</b><br>Agent, <b>Purchasing</b><br>Director, <b>Real Property Tax Services</b><br>Risk Manager, <b>Risk &amp; Insurance</b><br>Director, <b>Security Division</b><br>Commissioner, <b>Social Services &amp; Mental Health</b><br>Commissioner, <b>Public Transportation</b><br>Coordinator, <b>BC STOP-DWI</b><br>Director, <b>Veterans' Services</b><br>Administrator, <b>Willow Point Nursing Home</b><br>Executive Director, <b>Youth Bureau</b> |
|---|--|

## 2009 BROOME COUNTY LEGISLATURE

### LEGISLATORS

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

### STAFF

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

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## **BUDGET MESSAGE**



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## **BROOME COUNTY BUDGET MESSAGE 2010**

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

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

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

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

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

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

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

valuable county services.

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

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

## **CURRENT FISCAL CHALLENGES AND STRATEGIES**

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

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

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

way through these chaotic times.

## **2010 BUDGET BY THE NUMBERS**

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

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

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

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

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

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

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

## **STAFF REDUCTIONS AND OTHER CUTS**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **CONTRACT AGENCIES FACE CUTS**

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

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

### **SOME POSITIVE NEWS**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **CHALLENGING TIMES STILL AHEAD**

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

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

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

### **MARCELLUS SHALE DEVELOPMENT**

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

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

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

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

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

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

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

## **CONSOLIDATION AND SHARED SERVICES**

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

## CONCLUSION

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

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

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

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

Thank you!

**SCHEDULE  
SUMMARY BY FUNDS  
2007 - 2010**

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

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

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

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

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

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

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

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

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

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

|                        | 2008            | 2009            | Difference    | % Difference   |
|------------------------|-----------------|-----------------|---------------|----------------|
| Full Values            | \$8,326,561,651 | \$9,256,213,918 | \$929,652,267 | 11.165%        |
| Taxable Values         | \$3,642,795,622 | \$3,676,915,373 | \$34,119,751  | 0.937%         |
| Full Value Tax Rate    | \$6.64          | <b>\$6.52</b>   | -\$0.12       | <b>-1.847%</b> |
| Taxable Value Tax Rate | \$16.01         | <b>\$16.41</b>  | \$0.40        | <b>2.493%</b>  |

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

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

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

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

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

| SUBFUND                   | TOTAL<br>APPROPRIATIONS * | ESTIMATED<br>REVENUES * | APPROPRIATED<br>FUND BALANCE | 2007<br>REQUIRED  |
|---------------------------|---------------------------|-------------------------|------------------------------|-------------------|
|                           |                           |                         |                              | TAX SUPPORT       |
| GENERAL                   | \$107,365,650             | \$108,900,739           | \$13,897,651                 | (15,432,740)      |
| SOCIAL SERVICES           | \$106,645,709             | \$50,970,820            | \$0                          | 55,674,889        |
| AVIATION                  | \$3,644,424               | \$3,611,023             | \$33,401                     | 0                 |
| PUBLIC TRANSPORTATION     | \$10,078,207              | \$7,698,200             | \$1,100,000                  | 1,280,007         |
| SOLID WASTE MANAGEMENT    | \$9,985,276               | \$9,153,872             | \$831,404                    | 0                 |
| WILLOW POINT NURSING HOME | \$28,156,574              | \$26,254,367            | \$0                          | 1,902,207         |
| CENTRAL FOOD & NUTRITION  | \$4,389,400               | \$4,555,381             | (\$165,981)                  | 0                 |
| FLEET MANAGEMENT          | \$1,169,723               | \$857,796               | \$311,927                    | 0                 |
| HEALTH INSURANCE          | \$36,096,224              | \$36,096,224            | \$0                          | 0                 |
| RISK MANAGEMENT           | \$2,571,378               | \$2,563,904             | \$7,474                      | 0                 |
| WORKERS' COMPENSATION     | \$2,996,783               | \$3,177,124             | (\$180,341)                  | 0                 |
| COUNTY LIBRARY            | \$2,685,647               | \$855,951               | \$164,298                    | 1,665,398         |
| ROAD MACHINERY            | \$1,825,941               | \$36,000                | (\$233,726)                  | 2,023,667         |
| COUNTY ROAD               | \$8,253,279               | \$2,017,264             | \$172,604                    | 6,063,411         |
| VETERANS' ARENA           | \$1,496,732               | \$593,628               | \$28,600                     | 874,504           |
| GOLF                      | \$723,200                 | \$723,200               | \$0                          | 0                 |
| <b>TOTALS</b>             | <b>\$328,084,147</b>      | <b>\$258,065,493</b>    | <b>\$15,967,311</b>          | <b>54,051,343</b> |
| Reserve Uncoll Taxes      |                           |                         |                              | 1,250,000         |
| Total Tax Levy            |                           |                         |                              | 55,301,343        |
| <b>2006 Totals</b>        | <b>\$311,209,109</b>      | <b>\$243,936,334</b>    | <b>\$14,744,894</b>          | <b>53,277,881</b> |
| 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>     | Difference    | % Difference   |
|------------------------|-----------------|-----------------|---------------|----------------|
| Full Values            | \$6,998,440,377 | \$7,338,234,041 | \$339,793,664 | 4.855%         |
| Taxable Values         | \$3,601,928,784 | \$3,623,898,760 | \$21,969,976  | 0.610%         |
| Full Value Tax Rate    | \$7.61          | <b>\$7.54</b>   | -\$0.08       | <b>-1.008%</b> |
| Taxable Value Tax Rate | \$14.79         | <b>\$15.26</b>  | \$0.47        | <b>3.169%</b>  |

## GENERAL GOVERNMENT

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



# LEGISLATURE

LEGISLATORS (19)  
(Elected)

Chairman  
Board of Acquisition & Contract  
Capital Program Advisory Committee

## LEGISLATIVE BOARD

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

## CLERK OF THE LEGISLATURE

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

## **LEGISLATIVE BOARD - 24**

## **LEGISLATURE - 24**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

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

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

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

### **2010 OBJECTIVES**

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

### **2010 BUDGET HIGHLIGHTS**

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

## 24 0010 LEGISLATURE/Board

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

\* Elected by peers

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

**MISSION STATEMENT**

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

**DESCRIPTION**

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

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

**2010 OBJECTIVES**

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

**2010 BUDGET HIGHLIGHTS**

- Restricting expenses

24 0028 LEGISLATURE/Clerk of the Legislature

| <u>Title of Position</u>                      | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>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          | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b>              |                   | <b>3</b>                | <b>3</b>   | <b>3</b>                  | <b>3</b>                    | <b>3</b>                |
| <b><u>PART TIME</u></b>                       |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b>              |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>                        |                   | <b>3</b>                | <b>3</b>   | <b>3</b>                  | <b>3</b>                    | <b>3</b>                |

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

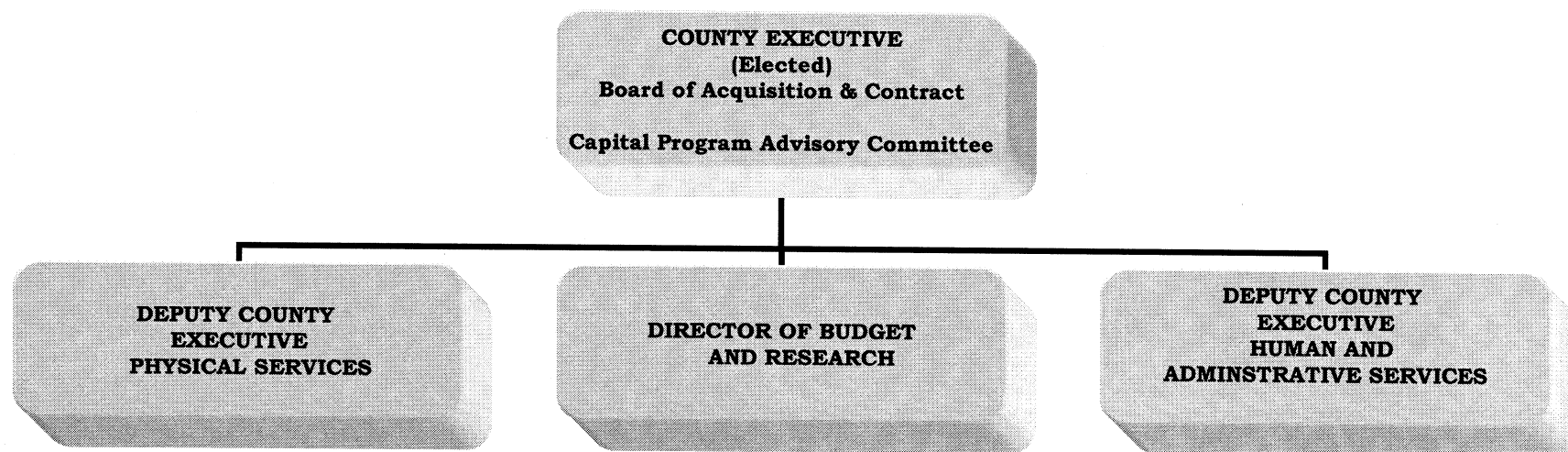
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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



# EXECUTIVE



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

## **COUNTY EXECUTIVE - 23**

### **MISSION STATEMENT**

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

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

### **DESCRIPTION**

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

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

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

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

### **2010 OBJECTIVES**

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

## 23 0037 EXECUTIVE

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

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

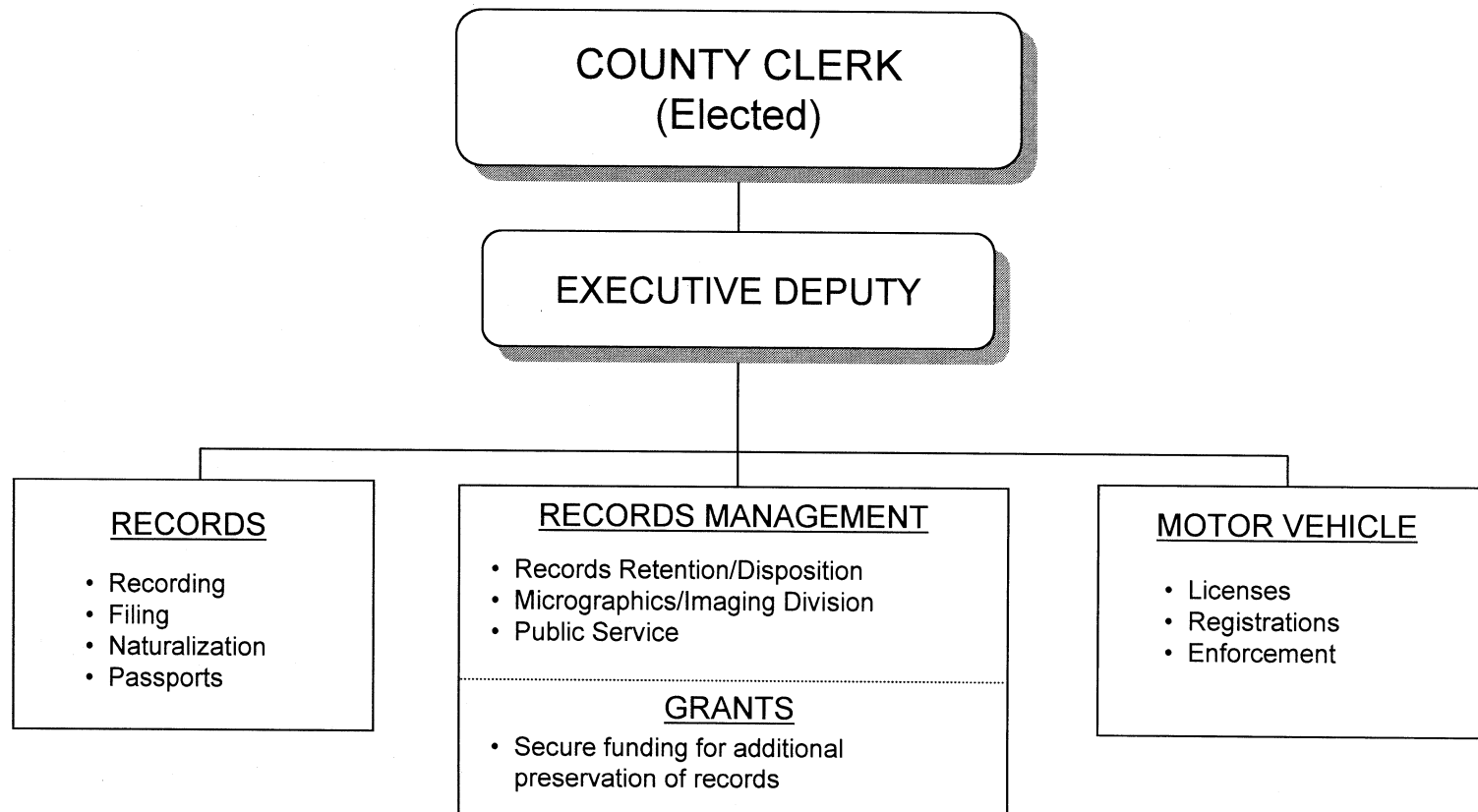
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

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

# COUNTY CLERK



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

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

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

**DESCRIPTION**

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

**2010 OBJECTIVES**

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

**2010 BUDGET HIGHLIGHTS**

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

30 0012 COUNTY CLERK/Records

| <u>Title of Position</u>           | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>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                       |
| Paralegal (40)                     | 15 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary to the County Clerk (40) | 14 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Index Clerk (40)            | 9 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Index Clerk (40)                   | 8 CSEA            | <u>5</u>                | <u>5</u>   | <u>5</u>                  | <u>5</u>                    | <u>5</u>                |
| <b>Total Full-Time Positions</b>   |                   | <b>13</b>               | <b>13</b>  | <b>13</b>                 | <b>13</b>                   | <b>13</b>               |
| <b><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>14</b>               | <b>14</b>  | <b>14</b>                 | <b>14</b>                   | <b>14</b>               |

\* One Position Unfunded 2010



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

## **COUNTY CLERK - 30**

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

#### **MISSION STATEMENT**

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

#### **DESCRIPTION**

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

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

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

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

#### **2010 OBJECTIVES**

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

#### **2010 BUDGET HIGHLIGHTS**

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

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

## 30 0004 COUNTY CLERK/Records Center

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

## **COUNTY CLERK - 30**

### **Motor Vehicles – 38 / 300020**

#### **MISSION STATEMENT**

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

#### **DESCRIPTION**

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

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

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

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

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

#### **2010 OBJECTIVES**

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

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

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

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

We will expand evening hours to accommodate renewal applicants.

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

#### **2010 BUDGET HIGHLIGHTS**

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



## 30 0020 COUNTY CLERK/Motor Vehicles

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

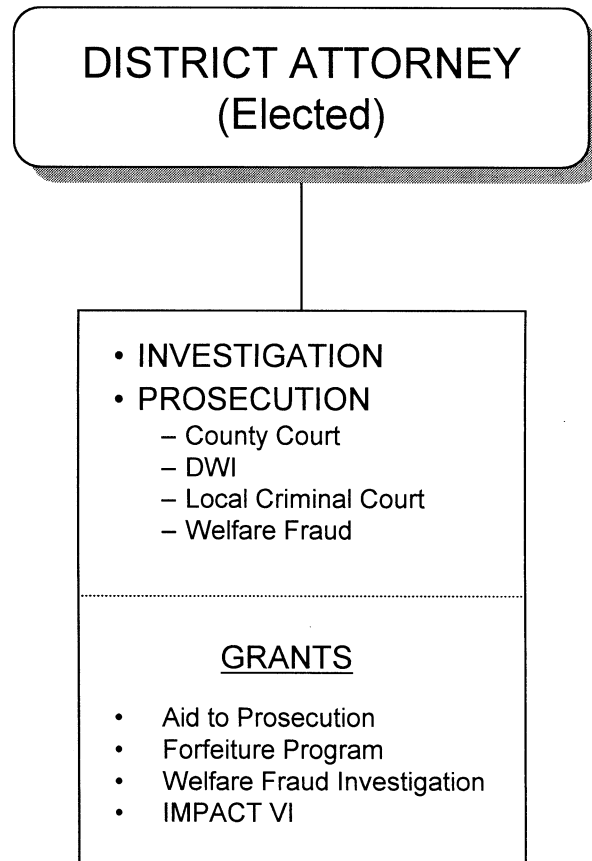
| SUBJECT               | SUBJECT TITLE                  | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|-----------------------|--------------------------------|-----------------|----------------|----------------------------------|-----------------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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# DISTRICT ATTORNEY



## **DISTRICT ATTORNEY - 33**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

### **2010 OBJECTIVES**

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

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

### **2010 BUDGET HIGHLIGHTS**

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

## 33 0001 DISTRICT ATTORNEY

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

\* One Position Unfunded 2010

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

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

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

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



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

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

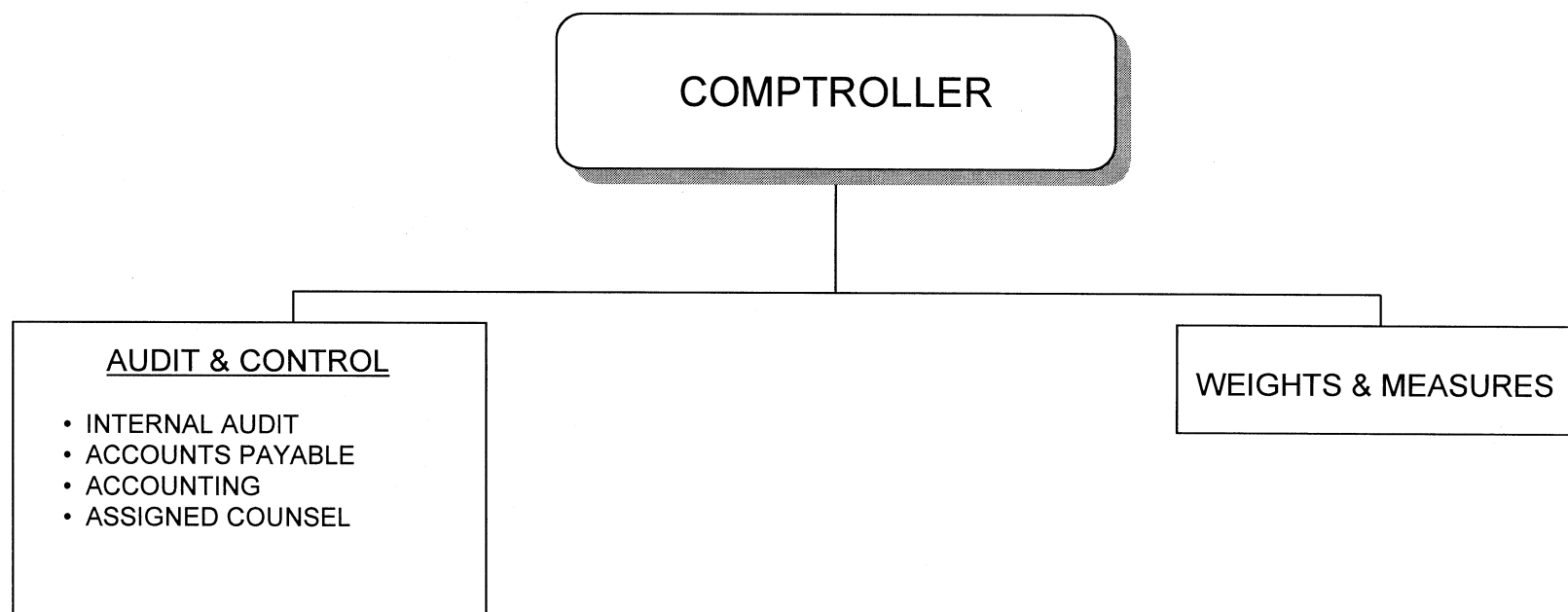
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

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

# AUDIT AND CONTROL



## **AUDIT & CONTROL -36**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

### **2010 OBJECTIVES**

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

## 36 0008 AUDIT AND CONTROL

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

## **AUDIT & CONTROL – 36**

### **Weights & Measures – 20**

#### **MISSION STATEMENT**

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

#### **DESCRIPTION**

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

#### **2010 OBJECTIVES**

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



## 36 0016 AUDIT AND CONTROL/Weights and Measures

| <u>Title of Position</u>         | <u>Grade/Unit</u> | 2008<br><u>Actuals</u> | As of<br>9/1/2009<br>Current<br><u>Authorized</u> | 2010<br><u>Requested</u> | 2010<br><u>Recommended</u> | 2010<br><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>               |

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

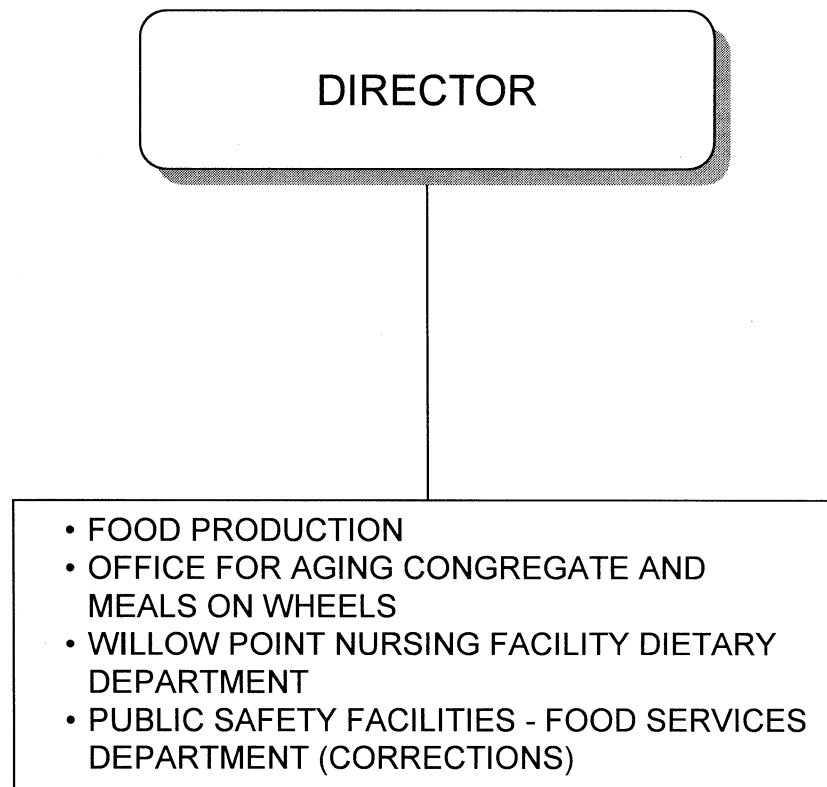
| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# CENTRAL FOOD AND NUTRITION SERVICES



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

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

### **2010 OBJECTIVES**

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

### **2010 BUDGET HIGHLIGHTS**

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

## 23 0045 EXECUTIVE/Central Food &amp; Nutrition Services

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

\* One position unfunded in the current budget

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

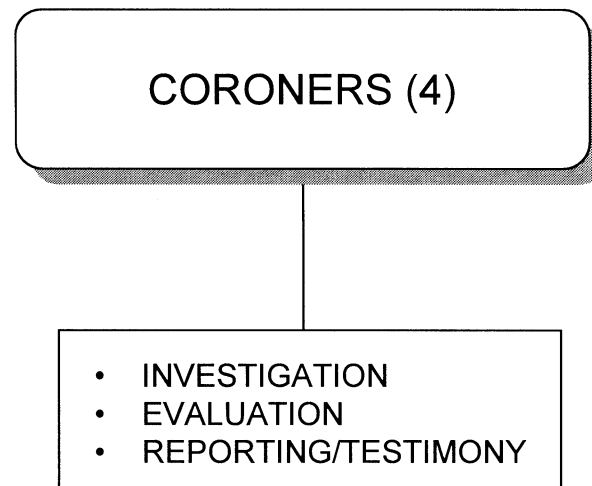
| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# CORONERS



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

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

**DESCRIPTION**

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

Routine Administration is done by the Law Department.

**2010 OBJECTIVES**

- Maintain current levels of service.

25 0001 Coroner

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

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

# ELECTIONS

ELECTION COMMISSIONERS (2)

DEPUTY COMMISSIONERS (2)

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



## **ELECTIONS - 41**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

### **2010 OBJECTIVES**

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

### **2010 BUDGET HIGHLIGHTS**

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

## 41 0001 ELECTIONS

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>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           | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b> |                   | <b>6</b>                | <b>6</b>   | <b>6</b>                  | <b>6</b>                    | <b>6</b>                |
| <b><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                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 DEPARTMENTAL INCOME          |                                     |                |                |                                  |                             |                               |                           |
| 0161                                       | CHARGES FOR SERVICES                | 253,940        | 270,314        | 270,312                          | 298,640                     | 298,640                       | 298,640                   |
| CHARACTER 02 SUBTOTAL                      |                                     | 253,940        | 270,314        | 270,312                          | 298,640                     | 298,640                       | 298,640                   |
| CHARACTER :06 SALE OF PROP & COMP FOR LOSS |                                     |                |                |                                  |                             |                               |                           |
| 0210                                       | MINOR SALES - ELECTIONS             | 734            | 1,000          | 344                              | 750                         | 750                           | 750                       |
| CHARACTER 06 SUBTOTAL                      |                                     | 734            | 1,000          | 344                              | 750                         | 750                           | 750                       |
| CHARACTER :07 MISC/INTERFUND REVENUES      |                                     |                |                |                                  |                             |                               |                           |
| 0215                                       | REFUNDS OF PRIOR YEARS EXPENDITURES | 50             |                | 100                              |                             |                               |                           |
| 0229                                       | TRANSFER FROM INSURANCE RESERVE     | 284            |                | 356                              |                             |                               |                           |
| CHARACTER 07 SUBTOTAL                      |                                     | 334            |                | 456                              |                             |                               |                           |
| TYPE R SUBTOTAL                            |                                     | 255,008        | 271,314        | 271,112                          | 299,390                     | 299,390                       | 299,390                   |
| CHARACTER :10 PERSONAL SERVICE             |                                     |                |                |                                  |                             |                               |                           |
| 1000                                       | SALARIES FULL-TIME                  | 269,726        | 274,263        | 171,871                          | 282,009                     | 282,009                       | 282,009                   |
| 1500                                       | SALARIES PART-TIME                  | 15,057         | 15,000         | 9,598                            | 25,000                      | 15,000                        | 15,000                    |
| 1600                                       | SALARIES TEMPORARY                  | 111,153        | 128,800        | 47,471                           | 221,000                     | 200,200                       | 200,200                   |
| 1700                                       | SALARIES OVERTIME                   | 40,377         | 17,490         | 12,830                           | 25,000                      | 25,000                        | 25,000                    |
| CHARACTER 10 SUBTOTAL                      |                                     | 436,313        | 435,553        | 241,770                          | 553,009                     | 522,209                       | 522,209                   |

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:41 ELECTIONS

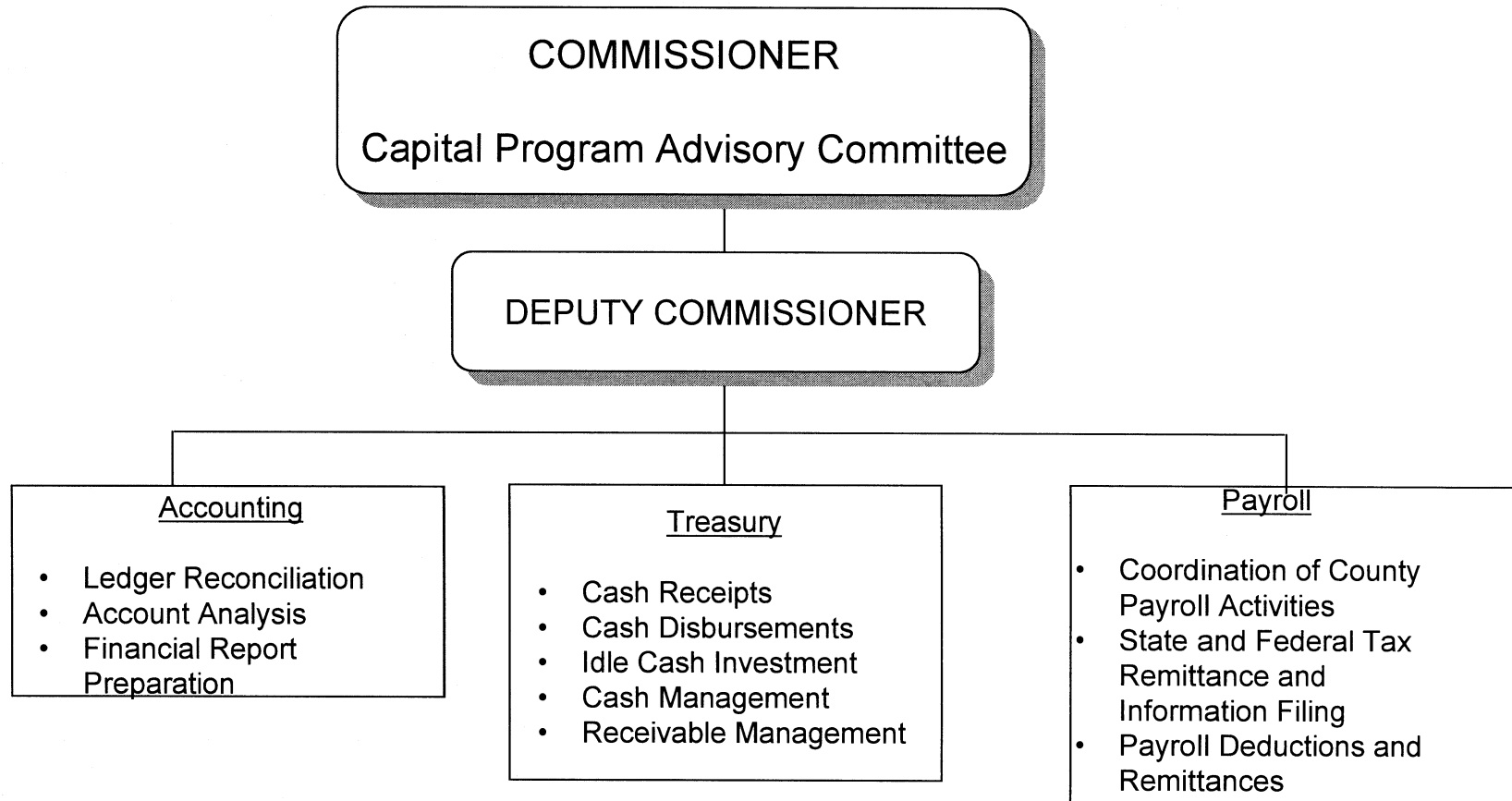
| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-------------------------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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:41 ELECTIONS

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

# FINANCE



## **FINANCE - 34**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **2010 OBJECTIVES**

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

## **2010 BUDGET HIGHLIGHTS**

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



## 34 0000 FINANCE

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>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                   | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|---------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :01 | TAX ITEMS                       |                |                |                                  |                             |                               |                           |
| 0001          | REAL PROPERTY TAXES             | 58,101,644     | 59,340,186     | 59,357,007                       | 62,625,778                  | 62,625,778                    | 64,331,918                |
| 0003          | PAYMENT IN LIEU OF TAXES        | 700,828        | 700,000        | 699,838                          | 750,000                     | 750,000                       | 750,000                   |
| 0004          | INTEREST & PENAL-REAL PROP TAX  | 2,996,403      | 2,300,000      | 2,374,146                        | 2,800,000                   | 2,800,000                     | 2,800,000                 |
| 0005          | SALES AND USE TAX               | 69,192,666     | 74,189,900     | 34,789,136                       | 67,952,242                  | 67,952,242                    | 65,981,920                |
| CHARACTER 01  | SUBTOTAL                        | 130,991,541    | 136,530,086    | 97,220,127                       | 134,128,020                 | 134,128,020                   | 133,863,838               |
| CHARACTER :02 | DEPARTMENTAL INCOME             |                |                |                                  |                             |                               |                           |
| 0012          | PUBLIC ADMINISTRATOR FEES       | 17,979         | 2,500          | 4,417                            | 2,500                       | 2,500                         | 2,500                     |
| 0013          | COMMISSIONER OF FINANCE         | 57,506         | 70,000         | 54,277                           | 90,000                      | 90,000                        | 90,000                    |
| 0015          | CLERK FEES                      | -1             |                |                                  |                             |                               |                           |
| 0027          | MISCELLANEOUS                   | 54             | 5,000,000      | -14                              | 5,000,000                   | 5,000,000                     | 5,000,000                 |
| 0179          | COMMUNITY COLLEGE CAPITAL COSTS | 408,654        | 340,000        | 372,183                          | 400,000                     | 400,000                       | 400,000                   |
| 0500          | CASH/OVER SHORT                 |                |                | 110                              |                             |                               |                           |
| 0527          | FINANCE DEPT CHARGEBACKS        | 1,076          |                |                                  |                             |                               |                           |
| CHARACTER 02  | SUBTOTAL                        | 485,268        | 5,412,500      | 430,973                          | 5,492,500                   | 5,492,500                     | 5,492,500                 |
| CHARACTER :03 | USE OF MONEY AND PROPERTY       |                |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS           | 305,088        | 800,000        | 35,510                           | 400,000                     | 400,000                       | 200,000                   |
| CHARACTER 03  | SUBTOTAL                        | 305,088        | 800,000        | 35,510                           | 400,000                     | 400,000                       | 200,000                   |

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:34 FINANCE

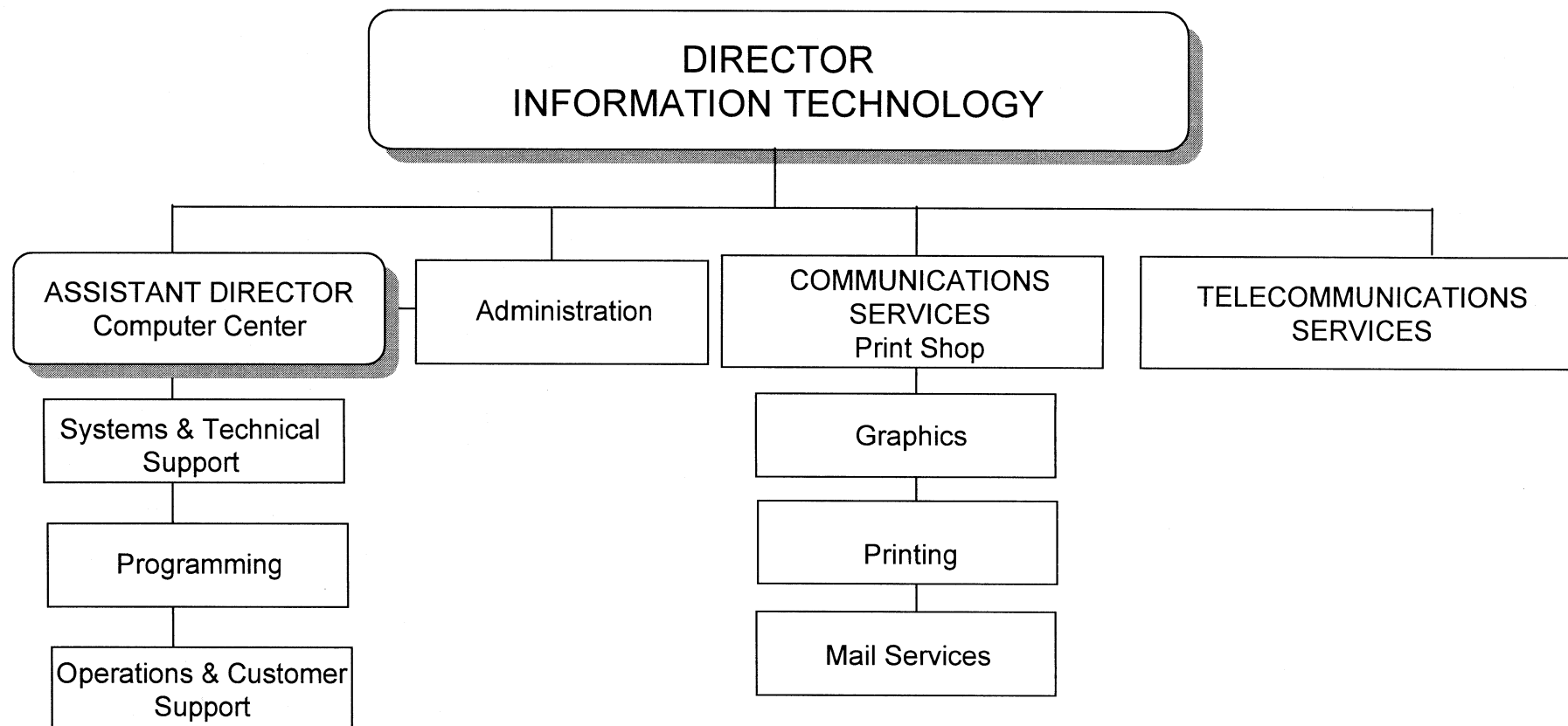
| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-------------------------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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:34 FINANCE

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

# INFORMATION TECHNOLOGY



## **INFORMATION TECHNOLOGY - 370007**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

#### **Information Services:**

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

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

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

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

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

#### **Communication Services:**

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

#### **Telecommunication Services:**

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

## **INFORMATION TECHNOLOGY – 37**

### **2010 OBJECTIVES**

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

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

### **2010 BUDGET HIGHLIGHTS**

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

## 37 0007 INFORMATION TECHNOLOGY

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

\* One position unfunded in the current budget



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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

## **Communications Services – 370049**

### **INFORMATION TECHNOLOGY – 37**

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

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

#### **2010 OBJECTIVES**

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

#### **2010 BUDGET HIGHLIGHTS**

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

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

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

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

| <u>Title of Position</u>                        | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></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><u>PART TIME</u></b>                         |                   |                         |  |                           |                             |                         |
| Mail Clerk                                      | 6 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Part-Time Positions</b>                |                   | <b>1</b>                | <b>1</b>   | <b>1</b>                  | <b>1</b>                    | <b>1</b>                |
| <b>TOTAL POSITIONS</b>                          |                   | <b>9</b>                | <b>9</b>   | <b>9</b>                  | <b>9</b>                    | <b>9</b>                |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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



## **Telecommunication Services – 370056**

### **INFORMATION TECHNOLOGY – 37**

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

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

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

### **2010 OBJECTIVES**

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

### **2010 BUDGET HIGHLIGHTS**

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

37 0056 INFORMATION TECHNOLOGY/Telecommunication Services

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# LAW

## COUNTY ATTORNEY

### SERVICES PROVIDED BY MAIN LEGAL UNIT

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

### SERVICES PROVIDED BY DSS LEGAL UNIT

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

### SUPPORT PROVIDED TO RISK MANAGEMENT

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

### RISK MANAGEMENT

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

### SUPPORT PROVIDED TO CORONER

- Legal Counsel
- Budget & Financial Management

### SUPPORT PROVIDED TO JUSTICE & CONSTABLES

- Financial Management

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

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

**DESCRIPTION**

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

**2010 OBJECTIVES**

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

39 0005 LAW (County Attorney)

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

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



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

## **LAW – DSS LEGAL UNIT - 39**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

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

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

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

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

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

## **2010 HIGHLIGHTS & OBJECTIVES**

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

39 0021 LAW/DSS Legal Services

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

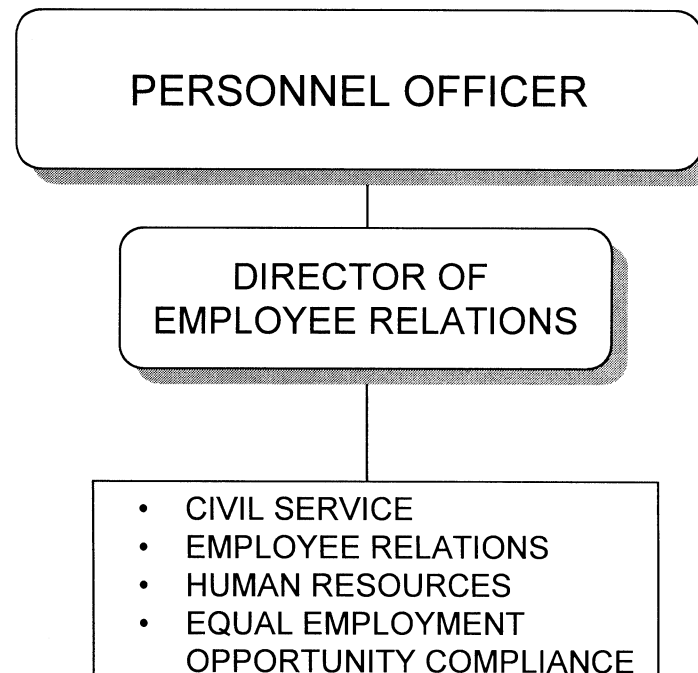


BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# PERSONNEL



## **PERSONNEL-40**

### **MISSION STATEMENT**

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

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

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

### **DESCRIPTION**

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

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

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

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

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

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

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

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

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

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

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

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

### **2010 Objectives**

1. Continue to provide in-house training and education for County departments in the following areas:
  - General Management/Supervision Skills
  - Labor Relations Issues i.e. discipline and discharge impact of Civil Service Law, federal and state labor laws, HIPAA, FMLA, FLSA and Collective Bargaining Agreements on employment issues
2. Continue to expand automation of processes

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

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

#### **2010 Budget Highlights**

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

## 40 0002 PERSONNEL

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

\* One position unfunded in current budget

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:40 PERSONNEL

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



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:40 PERSONNEL

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

# PUBLIC DEFENDER

## PUBLIC DEFENDER

- LEGAL REPRESENTATION
  - Pretrial
  - Probation
  - Appellate
  - Court
  - Parole
  - Drug Law
  - Resentencing
  - Sex Offender Risk Assessment
  - Drug, IDV, DV, Mental Health Court
- 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.

**2010 OBJECTIVES**

Insure sufficient resources to provide effective representation.

**2010 BUDGET HIGHLIGHTS**

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

## 53 0006 PUBLIC DEFENDER

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

\* Position Unfunded in 2010

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:53 PUBLIC DEFENDER

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:53 PUBLIC DEFENDER

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

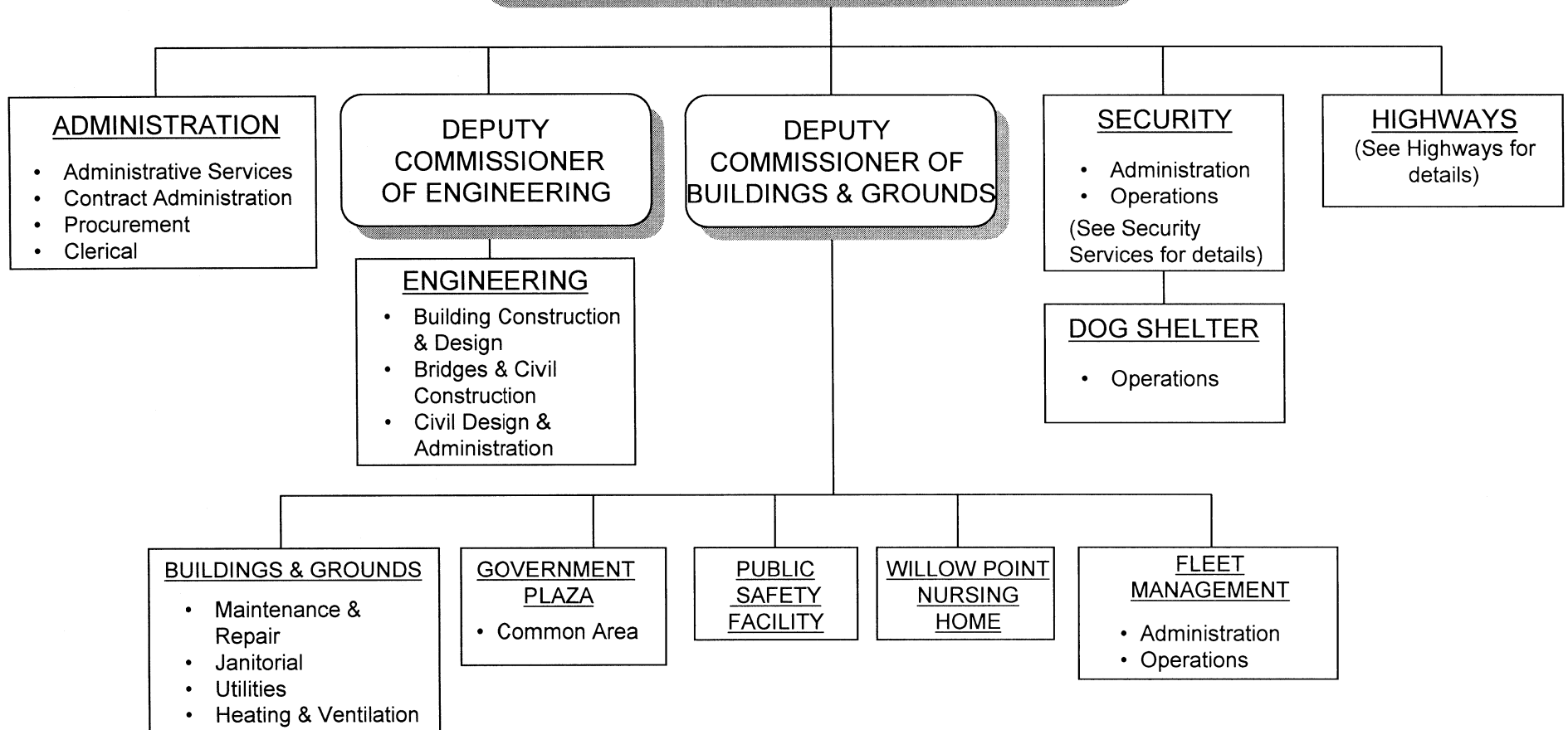
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:53 PUBLIC DEFENDER

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

# PUBLIC WORKS

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





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

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

**DESCRIPTION**

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

**2010 OBJECTIVES**

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

03 0015 PUBLIC WORKS/Administration

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

\*Position is unfunded in current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

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

**DESCRIPTION**

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

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

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

**2010 OBJECTIVES**

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

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

03 0023 PUBLIC WORKS/Engineering

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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



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

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

**DESCRIPTION**

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

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

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

**2010 OBJECTIVES**

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

03 0031 PUBLIC WORKS/Building & Grounds

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

\*One position unfunded in current budget

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

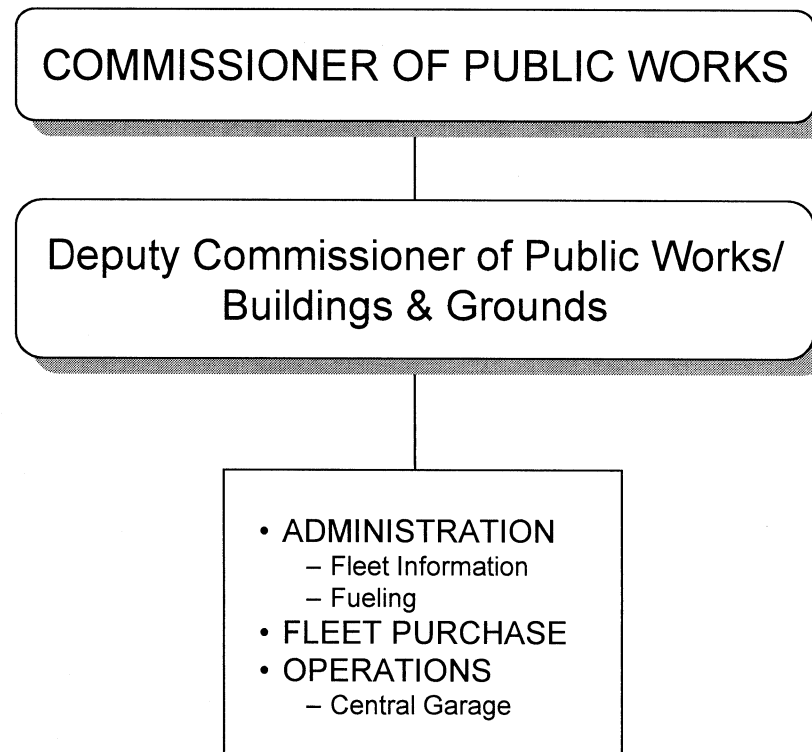
| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# FLEET MANAGEMENT



**PUBLIC WORKS - 03 (Fund 250)****Fleet Management - 12****MISSION STATEMENT**

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

**DESCRIPTION**

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

**2010 OBJECTIVES**

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



03 0007 PUBLIC WORKS/Fleet Management

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# PURCHASING

## PURCHASING AGENT

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

## **PURCHASING - 81**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

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

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

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

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

### **2010 OBJECTIVES**

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

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

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



## 81 0010 PURCHASING

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

\*Unfunded in the current budget

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:81 PURCHASING

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

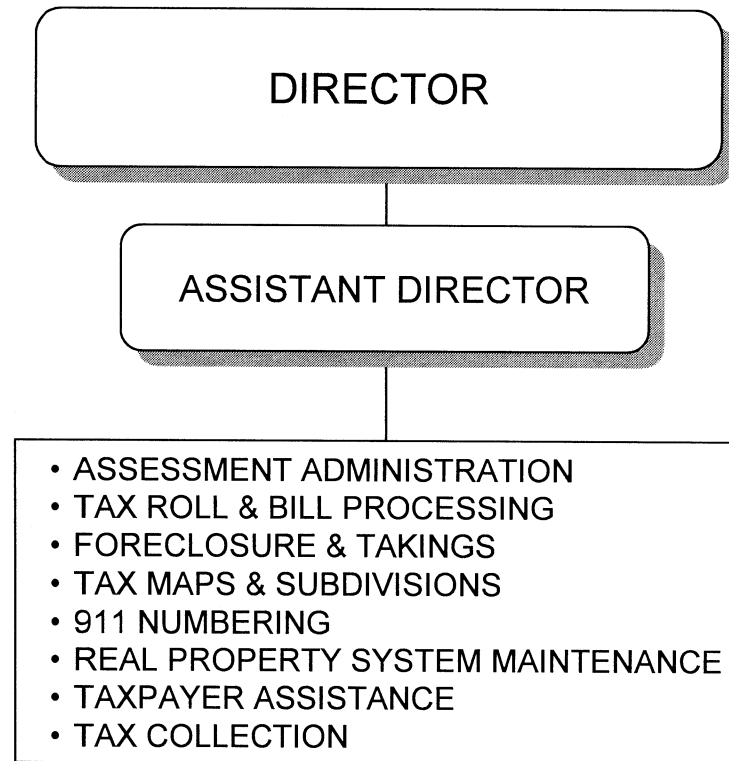
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:81 PURCHASING

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

# REAL PROPERTY TAX SERVICE



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

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

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

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

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

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

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

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

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

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

## **2010 OBJECTIVES**

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

## **2010 BUDGET HIGHLIGHTS**

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

## 63 0004 REAL PROPERTY TAX SERVICES

| <u>Title of Position</u>                          | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>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                       |
| Real Property Tax Service Assistant (40)          | 14 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Title Searcher/Trainee (40)                       | 10/8 CSEA         | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Account Clerk (40)                         | 9 CSEA            | <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>                           |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b>                  |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>                            |                   | <b>10</b>               | <b>10</b>  | <b>10</b>                 | <b>10</b>                   | <b>10</b>               |

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

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



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

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

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

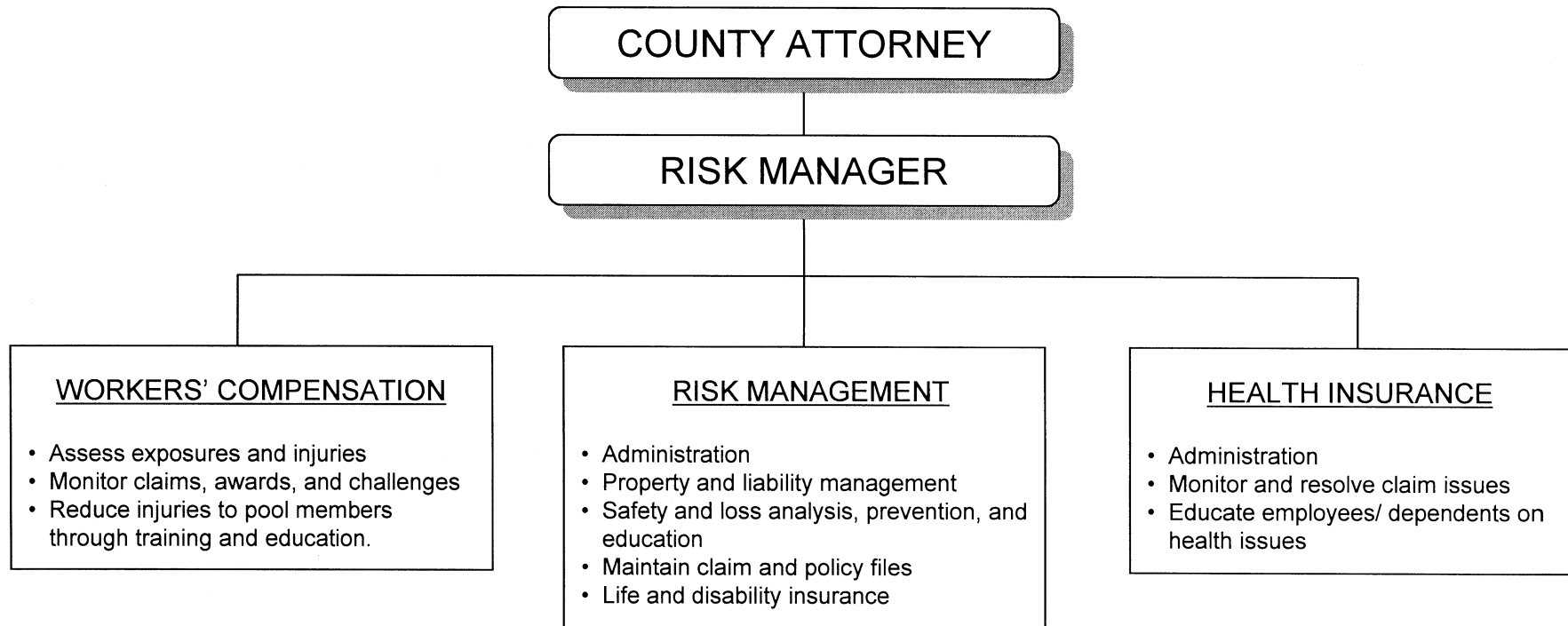
| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-------------------------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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

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

# RISK AND INSURANCE



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

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

**DESCRIPTION**

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

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

**2010 OBJECTIVES**

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

**2010 BUDGET HIGHLIGHTS**

- Continuing budget with appropriate inflationary trends.

## 05 0088 RISK &amp; INSURANCE/Risk Management

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

## **RISK & INSURANCE - 05**

### **Health Insurance - 06**

#### **MISSION STATEMENT**

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

#### **DESCRIPTION**

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

#### **2010 OBJECTIVES**

- Continue exploring cost savings through increased administrative efficiency.

#### **2010 BUDGET HIGHLIGHTS**

- Continuing budget with appropriate inflationary trends.

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

**MISSION STATEMENT**

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

**DESCRIPTION**

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

**2010 OBJECTIVES**

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

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

**2010 BUDGET HIGHLIGHTS**

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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



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## **PUBLIC SAFETY**

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# SHERIFF

SHERIFF  
(ELECTED)

UNDERSHERIFF

## LAW ENFORCEMENT

## CIVIL

- Executive Orders
- Serve Legal Papers

## CORRECTIONS

- Jail
- Photo Identification
- Pistol Permits
- Training

## ADMINISTRATION

- Business
- S.R.O.
- Grants
- Community Policing

## TRAINING

- Regional Police Academy
- Advanced & In-service

## HIGHWAY PATROL

- Traffic
- Criminal
- K-9
- Boat
- DWI
- S.R.T.

## DETECTIVES

- General Investigations
- S.I.U.

## WARRANTS

- Serve Family Court
- Criminal Warrants

## **SHERIFF - 45**

### **Law Enforcement – 10**

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

### **MISSION STATEMENT**

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

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

### **DESCRIPTION**

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

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

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

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

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

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

### **2010 OBJECTIVES**

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

#### **Administration**

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

#### **Highway Patrol**

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

#### **Detective**

- Maintain current services

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

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

#### **Civil**

- Continue budget from 2009

### **2010 BUDGET HIGHLIGHTS**

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

- Request upgrade for Undersheriff and Confidential Secretary to the Sheriff

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

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

#### **Enhancements**

- 6 Patrol Deputies
- Upgrade Highway Patrol Captain Position

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

- Maintain current level of services

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

- Upgrade training aides
- Maintain current level of services

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

- Maintain current level of services

45 0015 SHERIFF/Law Enforcement

0049

0056

0064

0072

| <u>Title of Position</u>              | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---------------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                      |                   |                         |  |                           |                             |                         |
| Sheriff                               | Elected           | 1                       | 1  | 1                         | 1                           | 1                       |
| Undersheriff                          | I Admin           | 0                       | 0  | 1                         | 0                           | 0                       |
| Deputy Sheriff Captain                | H Admin           | 0                       | 0  | 1                         | 0                           | 0                       |
| Undersheriff                          | G Admin           | 1                       | 1  | 0                         | 1                           | 1                       |
| Deputy Sheriff Captain                | F Admin           | 1                       | 1  | 0                         | 1                           | 1                       |
| Chief Civil Deputy                    | 26 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Confidential Secretary to the Sheriff | 19 Admin          | 0                       | 0  | 1                         | 0                           | 0                       |
| Civil Deputy                          | 19 Admin          | 2                       | 2  | 2                         | 2                           | 2                       |
| Secretary to Sheriff                  | 14 Admin          | 1                       | 1  | 0                         | 1                           | 1                       |
| Fiscal Manager                        | 17 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Deputy Sheriff Lieutenant             | AFSCME            | 2                       | 2  | 2                         | 1                           | 1                       |
| Deputy Sheriff Detective Sergeant     | AFSCME            | 2                       | 2  | 2                         | 2                           | 2                       |
| Deputy Sheriff Sergeant               | AFSCME            | 6                       | 6  | 6                         | 7                           | 7                       |
| Deputy Sheriff Detective              | AFSCME            | 10                      | 10   | 10                        | 10                          | 10                      |
| Deputy Sheriff                        | AFSCME            | 30                      | 30   | 36                        | 30                          | 30                      |
| Deputy Sheriff Training Director      | AFSCME            | 1                       | 1  | 1                         | 1                           | 1                       |
| Principal Account Clerk               | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Account Clerk Typist           | 9 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Keyboard Specialist                   | 8 CSEA            | 4                       | 4  | 4                         | 4                           | 4                       |
| Stenographic Specialist               | 8 CSEA            | 2                       | 2  | 2                         | 2                           | 2                       |
| Account Clerk Typist                  | 7 CSEA            | 2                       | 2  | 2                         | 2                           | 2                       |
| <b>Total Full-Time Positions</b>      |                   | <b>69</b>               | <b>69</b>  | <b>75</b>                 | <b>69</b>                   | <b>69</b>               |

**PART TIME**

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

**MISSION STATEMENT**

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

**DESCRIPTION**

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

Facility capacity is currently 536 beds.

**2010 OBJECTIVES**

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

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

**2010 BUDGET HIGHLIGHTS**

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

## 45 0023 SHERIFF/Corrections

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

\* One position unfunded in current budget

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# EMERGENCY SERVICES



## **EMERGENCY SERVICES - 46**

### **OES - Operations - 46**

#### **MISSION STATEMENT**

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

#### **DESCRIPTION**

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

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

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

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

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

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

#### **2010 OBJECTIVES**

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

#### **2010 BUDGET HIGHLIGHTS**

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

46 0006 EMERGENCY SERVICES/OES - Operations

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

## **EMERGENCY SERVICES - 46**

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

#### **MISSION STATEMENT**

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

#### **DESCRIPTION**

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

#### **2010 OBJECTIVES**

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

#### **2010 BUDGET HIGHLIGHTS**

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



46 0097 EMERGENCY SERVICES/911  
0098

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

# PROBATION

## PROBATION DIRECTOR

### DEPUTY DIRECTOR

#### CRIMINAL DIVISION

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

#### GRANTS

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

#### ADMINISTRATION

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

#### PINS/JD DIVISION

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

## **PROBATION – 28**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

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

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

### **2010 OBJECTIVES**

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

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

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

### **2010 BUDGET HIGHLIGHTS**

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

## 28 0024 PROBATION

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

\* One position unfunded in the current budget



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

## **PROBATION – PINS/JD – 28**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

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

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

### **2010 OBJECTIVES**

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

### **2010 BUDGET HIGHLIGHTS**

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

28 0099 PROBATION/PINS

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# SECURITY SERVICES

COMMISSIONER OF PUBLIC WORKS

DIRECTOR OF  
SECURITY SERVICES

ADMINISTRATIVE  
MANAGER OF  
SECURITY SVCS

## ADMINISTRATION

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

ASSISTANT  
DIRECTOR OF  
SECURITY

## OPERATIONS

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

SUPERVISING FRAUD  
INVESTIGATOR

## FRAUD UNIT

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

DOG SHELTER  
MANAGER

## DOG SHELTER

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

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

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

**DESCRIPTION**

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

**2010 OBJECTIVES**

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

**2010 BUDGET HIGHLIGHTS**

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

03 0080 PUBLIC WORKS/Security  
1450  
1476

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

\* One position unfunded in the current budget

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISIONSUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :06 SECURITY

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



REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

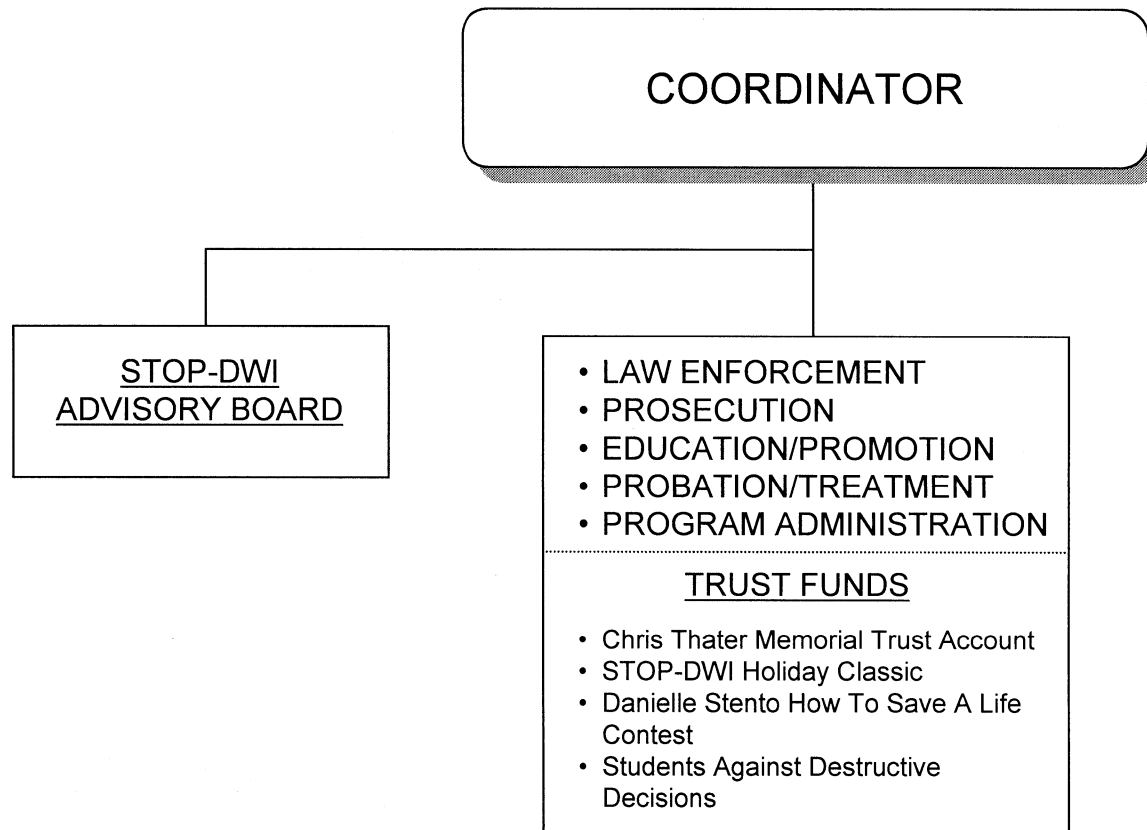
| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# STOP - DWI



## **STOP-DWI - 82**

### **MISSION STATEMENT**

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

### **DESCRIPTION**

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

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

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

impaired driving and to promote the enforcement and prosecution efforts.

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

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

### **2010 OBJECTIVES**

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

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

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

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

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

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

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

#### **2010 BUDGET HIGHLIGHTS**

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

## 82 0001 STOP DWI

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>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 :01 GENERAL OPERATING  
DEPARTMENT:82 STOP-DWI

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

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:82 STOP-DWI

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



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

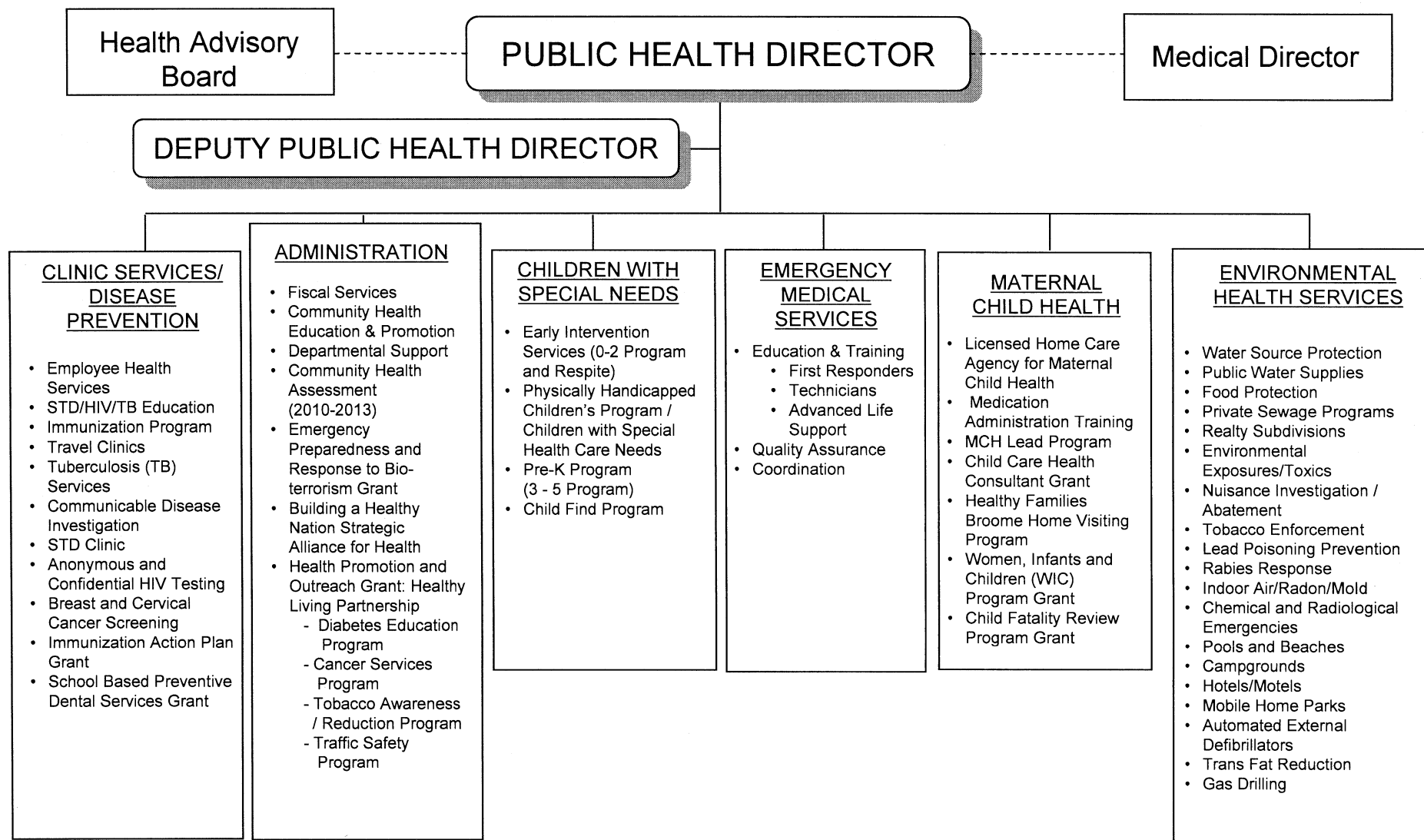
SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:82 STOP-DWI

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

## HEALTH

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

# HEALTH



## **HEALTH – 48**

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

#### **MISSION STATEMENT**

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

#### **DESCRIPTION OF SERVICES**

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

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

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

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

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

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

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

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

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

### **2010 OBJECTIVES**

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

## **2010 BUDGET HIGHLIGHTS**

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

## 48 0293 HEALTH/Maternal Child Health and Development

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

## **HEALTH – 48**

### **Administration**

#### **MISSION STATEMENT**

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

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

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

#### **DESCRIPTION OF SERVICES**

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

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

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

**Administration:**

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

**2010 OBJECTIVES**

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

and health literacy to determine health behaviors, adverse health events, and populations at risk.

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

**2010 BUDGET HIGHLIGHTS**

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

## 48 0012 HEALTH/Administration

0020

0046

| <u>Title of Position</u>           | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|------------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</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>PART TIME</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>               |

\* Unfunded in current budget (6 months)

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

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

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

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

**DESCRIPTION OF SERVICES**

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

**2010 OBJECTIVES**

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

**2010 HIGHLIGHTS**

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

48 0137 HEALTH/Environmental Health

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

## **HEALTH - 48**

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

#### **MISSION STATEMENT**

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

#### **DESCRIPTION OF SERVICES**

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

#### **2010 OBJECTIVES**

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

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

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

#### **2010 BUDGET HIGHLIGHTS**

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



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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

## **HEALTH - 48**

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

#### **MISSION STATEMENT**

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

#### **DESCRIPTION OF SERVICES**

The Division:

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

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

#### **2010 OBJECTIVES**

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

**2010 BUDGET HIGHLIGHTS**

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

48 0483 HEALTH/Emergency Medical Training

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



REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

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

# MENTAL HEALTH

COMMISSIONER

DEPUTY COMMISSIONER

CONTRACT AGENCIES

COMMUNITY MENTAL HEALTH

## MENTAL HEALTH

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

## DEVELOPMENTAL DISABILITIES

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

## ALCOHOLISM / SUBSTANCE ABUSE

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

## MENTAL HEALTH CENTER

- Adult Clinic
- Child & Youth Clinic
- Forensic Unit

## GRANTS

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

## **MENTAL HEALTH-47**

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

### **MISSION STATEMENT**

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

### **VISION**

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

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

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

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

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

### **DESCRIPTION**

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

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

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

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

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

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

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

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

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

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

### **2010 OBJECTIVES**

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

### **2010 BUDGET HIGHLIGHTS**

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

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

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

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

## 47 0013 MENTAL HEALTH/Clinic

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

47 0013 MENTAL HEALTH/Clinic

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



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

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

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

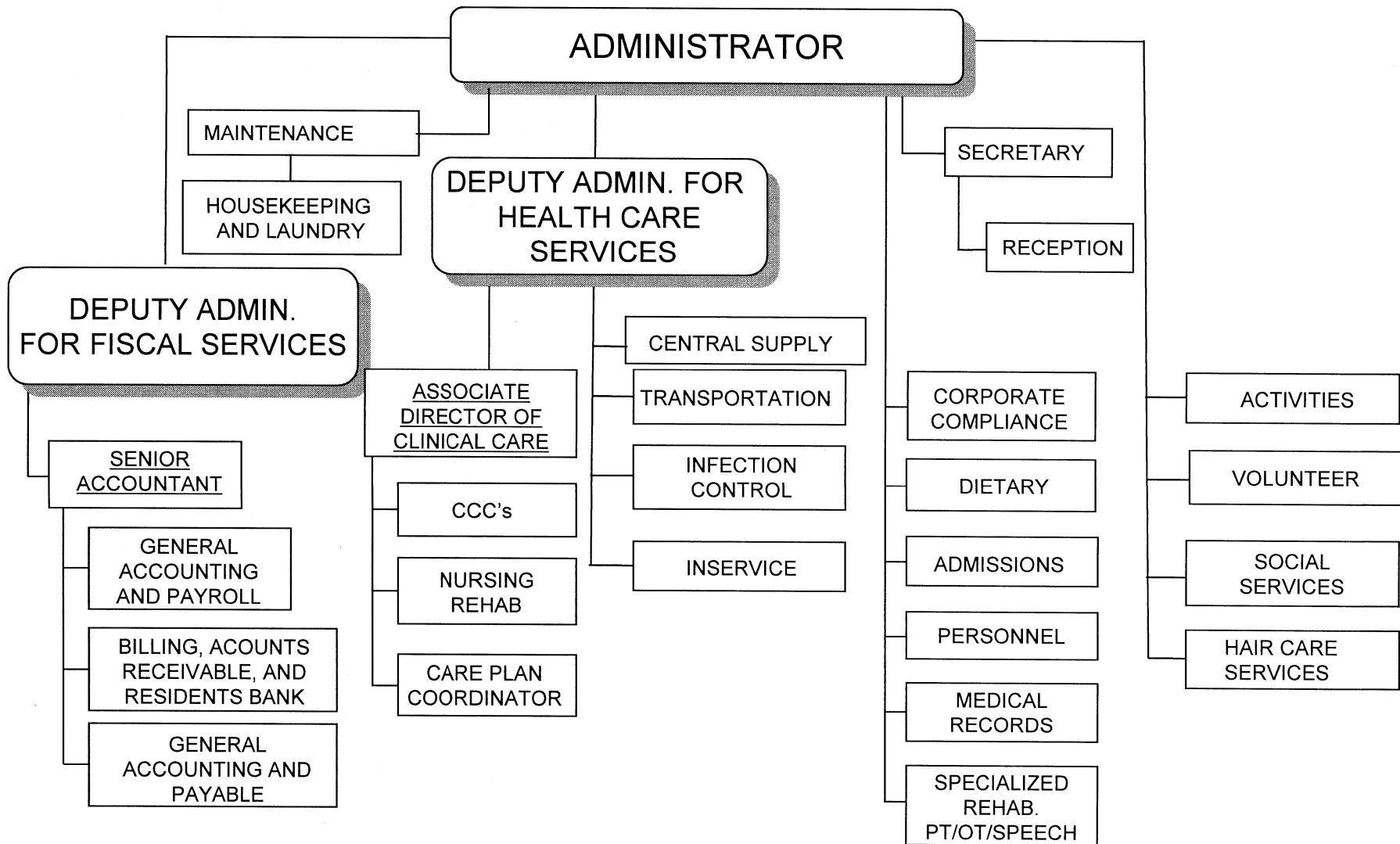
| SUBJECT       | SUBJECT TITLE                   | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|---------------------------------|----------------|----------------|----------------------------------|-----------------------------|---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

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

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

# WILLOW POINT NURSING HOME



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

### **MISSION STATEMENT**

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

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

### **DESCRIPTION**

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

### **2010 OBJECTIVES**

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

### **2010 BUDGET HIGHLIGHTS**

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

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

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



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

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

#### **MISSION STATEMENT**

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

#### **DESCRIPTION**

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

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

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

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

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

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

#### **2010 OBJECTIVES**

- To continue to provide high quality level of Resident Care.
- To continue to comply with state and federal regulatory requirements.

#### **2010 BUDGET HIGHLIGHTS**

- Concurrently planning and monitoring the decrease in Willow Point's certified bed capacity and the construction of a new 300 bed nursing home as recommended by the Commission on Health Care Facilities in the 21<sup>st</sup> Century.

16 0010 **WILLOW POINT NURSING HOME/Administration & General**

0028

0317

0036

| <u>Title of Position</u>                | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Adopted<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>                 |                   |                         |  |                           |                             |                         |
| Nursing Home Administrator              | O Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Deputy NH Administrator-Fiscal Services | F Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Personnel Coordinator (40)              | 14 ADMIN          | 1                       | 1  | 1                         | 1                           | 1                       |
| Personnel Clerk                         | 9 ADMIN           | 0                       | 0  | 1                         | 1                           | 1                       |
| Nursing Home Compliance Officer         | 20 BAPA           | 1                       | 1  | 1                         | 0                           | 0                       |
| Senior Accountant (40)                  | 18 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Fiscal Manager (40)                     | 17 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Health Information Administrator (37.5) | 14 BAPA           | 1                       | 0  | 0                         | 0                           | 0                       |
| Health Information Administrator (40)   | 14 BAPA           | 0                       | 1  | 1                         | 1                           | 1                       |
| Accountant (County)                     | 16 CSEA           | 2                       | 2  | 2                         | 2                           | 2                       |
| Admission Coordinator                   | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| RPN NH - Admissions                     | 14 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary (40)                          | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Health Information Technician           | 11 CSEA           | 2                       | 2  | 2                         | 2                           | 2                       |
| Senior Account Clerk                    | 9 CSEA            | 4                       | 4  | 3                         | 3                           | 3                       |
| Billing Specialist*                     | 9 CSEA            | 0                       | 0  | 1                         | 1                           | 1                       |
| Keyboard Specialist                     | 8 CSEA            | 0                       | 1  | 1                         | 1                           | 1                       |
| Account Clerk Typist                    | 7 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Account Clerk                           | 7 CSEA            | <u>1</u>                | <u>1</u>   | <u>1</u>                  | <u>1</u>                    | <u>1</u>                |
| <b>Total Full-Time Positions</b>        |                   | <b>20</b>               | <b>21</b>  | <b>22</b>                 | <b>21</b>                   | <b>21</b>               |
| <b><u>PART TIME</u></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            | <u>6</u>                | <u>6</u>   | <u>4</u>                  | <u>4</u>                    | <u>4</u>                |
| <b>Total Part-Time Positions</b>        |                   | <b>9</b>                | <b>9</b>   | <b>7</b>                  | <b>7</b>                    | <b>7</b>                |
| <b>TOTAL POSITIONS</b>                  |                   | <b>29</b>               | <b>30</b>  | <b>29</b>                 | <b>28</b>                   | <b>28</b>               |

\* Changed Title from Sr Account Clerk

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :30 ADMINISTRATION AND GENERAL

| SUBJECT               | SUBJECT TITLE                  | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|-----------------------|--------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02         | DEPARTMENTAL INCOME            |                 |                |                                  |                             |                               |                           |
| 0027                  | MISCELLANEOUS                  | 17,218          |                | 4,731                            |                             |                               |                           |
| 0046                  | TELEPHONE CHGS - OUTSIDE USERS |                 |                | 7                                |                             |                               |                           |
| 0089                  | MEDICARE PART B                | 159,649         | 229,267        | 141,512                          | 254,627                     | 254,627                       | 254,627                   |
| 0523                  | SNF MEDICARE                   | 3,004,754       | 5,855,539      | 2,192,424                        | 5,088,975                   | 5,088,975                     | 5,088,975                 |
| 0525                  | SNF PRIVATE                    | 2,922,593       | 2,754,741      | 1,569,445                        | 2,895,623                   | 2,895,623                     | 2,895,623                 |
| 0548                  | SNF NAMI-PATIENT SHARE         | 3,078,231       | 2,320,353      | 1,765,722                        | 2,348,748                   | 2,348,748                     | 2,348,748                 |
| 0622                  | MISCELLANEOUS                  | 5               |                |                                  |                             |                               |                           |
| 0646                  | CONTRACTUAL ALLOWANCE          | 16,900          |                | 35,826                           |                             |                               |                           |
| 0807                  | COMMERCIAL INSURANCE           | 611,983         | 418,149        | 321,446                          | 688,647                     | 688,647                       | 688,647                   |
| CHARACTER 02 SUBTOTAL |                                | 9,811,333       | 11,578,049     | 6,031,113                        | 11,276,620                  | 11,276,620                    | 11,276,620                |
| CHARACTER :03         | USE OF MONEY AND PROPERTY      |                 |                |                                  |                             |                               |                           |
| 0186                  | INTEREST AND EARNINGS          | 16,556          | 6,000          | 4,250                            | 17,000                      | 17,000                        | 17,000                    |
| 0196                  | VENDING MACHINE                | 11,123          | 10,000         | 8,102                            | 12,000                      | 12,000                        | 12,000                    |
| CHARACTER 03 SUBTOTAL |                                | 27,679          | 16,000         | 12,352                           | 29,000                      | 29,000                        | 29,000                    |
| CHARACTER :06         | SALE OF PROP & COMP FOR LOSS   |                 |                |                                  |                             |                               |                           |
| 0213                  | SALE OF EQUIPMENT              | 56              |                |                                  |                             |                               |                           |
| CHARACTER 06 SUBTOTAL |                                | 56              |                |                                  |                             |                               |                           |

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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                     | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-----------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES           |                 |                |                                  |                             |                               |                           |
| 0227          | TRANSFER FROM GENERAL FUND        |                 | 1,783,260      | 1,783,260                        |                             |                               |                           |
| 0229          | TRANSFER FROM INSURANCE RESERVE   | 12,237          |                | 67                               |                             |                               |                           |
| 0233          | EARNINGS ON TEMPORARY INVESTMENTS | 43,893          |                |                                  |                             |                               |                           |
|               |                                   | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                          | 56,130          | 1,783,260      | 1,783,327                        |                             |                               |                           |
| CHARACTER :08 | STATE AID                         |                 |                |                                  |                             |                               |                           |
| 0460          | OTHER STATE AID                   | 532,991         | 4,623,258      |                                  |                             |                               |                           |
|               |                                   | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 08  | SUBTOTAL                          | 532,991         | 4,623,258      |                                  |                             |                               |                           |
| CHARACTER :09 | FEDERAL AID                       |                 |                |                                  |                             |                               |                           |
| 0564          | SNF MEDICAID - FEDERAL            | 15,399,852      | 13,300,857     | 8,060,525                        | 13,114,151                  | 13,114,151                    | 13,114,151                |
|               |                                   | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 09  | SUBTOTAL                          | 15,399,852      | 13,300,857     | 8,060,525                        | 13,114,151                  | 13,114,151                    | 13,114,151                |
|               |                                   | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                          | 25,828,041      | 31,301,424     | 15,887,317                       | 24,419,771                  | 24,419,771                    | 24,419,771                |
| CHARACTER :10 | PERSONAL SERVICE                  |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                | 771,518         | 883,094        | 471,788                          | 943,088                     | 893,083                       | 893,083                   |
| 1500          | SALARIES PART-TIME                | 123,654         | 126,467        | 78,060                           | 101,170                     | 101,170                       | 101,170                   |
| 1600          | SALARIES TEMPORARY                | 1,423           |                | 12,935                           |                             |                               |                           |
| 1700          | SALARIES OVERTIME                 | 10,289          | 20,460         | 6,790                            | 20,340                      | 20,340                        | 20,340                    |
| 1940          | OTHER PERSONNEL SERVICES          |                 | 2,616          |                                  |                             |                               |                           |
| 1960          | DISCRETIONARY SALARY SAVINGS      |                 | -227,957       |                                  | -137,981                    | -137,981                      | -137,981                  |
|               |                                   | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                          | 906,884         | 804,680        | 569,573                          | 926,617                     | 876,612                       | 876,612                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :30 ADMINISTRATION AND GENERAL

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :20 | EQUIPMENT AND CAPITAL OUTLAY       |                 |                |                                  |                             |                               |                           |
| 2110          | OFFICE MACHINES                    |                 | 200            |                                  | 130                         | 130                           | 130                       |
| 2390          | OTHER INSTITUTIONAL EQUIPMENT      |                 | 500            |                                  |                             |                               |                           |
| 2850          | COMPUTER EQUIPMENT                 |                 | 12,000         |                                  | 23,004                      | 23,004                        | 23,004                    |
| 2851          | SOFTWARE                           |                 | 31,795         |                                  | 6,287                       | 6,287                         | 6,287                     |
|               |                                    | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 20  | SUBTOTAL                           |                 | 44,495         |                                  | 29,421                      | 29,421                        | 29,421                    |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS            | 1,219           | 1,435          | 533                              | 1,275                       | 1,275                         | 1,275                     |
| 4319          | OFFICE SUPPLIES                    | 11,016          | 10,900         | 6,165                            | 11,307                      | 11,307                        | 11,307                    |
| 4331          | FOOD AND BEVERAGES                 | 113             |                |                                  |                             |                               |                           |
| 4342          | PHOTOGRAPHIC SUPPLIES              | 128             |                |                                  |                             |                               |                           |
| 4349          | MISC OPERATIONAL SUPPLIES          | 2,487           | 3,300          | 882                              | 4,630                       | 4,630                         | 4,630                     |
| 4357          | RECREATIONAL AND ACTIVITY SUPPLIES | 330             | 550            | 231                              | 500                         | 500                           | 500                       |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES     | 3,206           | 3,575          | 1,853                            | 3,386                       | 3,386                         | 3,386                     |
| 4411          | POSTAGE AND FREIGHT                | 266             | 450            | 89                               | 150                         | 150                           | 150                       |
| 4412          | TELEPHONE                          | 697             | 1,000          | 155                              | 900                         | 900                           | 900                       |
| 4413          | TELEPHONE EQUIPMENT                | 236             |                |                                  |                             |                               |                           |
| 4418          | DUES AND MEMBERSHIPS               | 28,112          | 29,885         | 28,116                           | 29,885                      | 29,885                        | 29,885                    |
| 4419          | GENERAL OFFICE EXPENSES            | 12,822          | 12,350         | 5,805                            | 13,294                      | 13,294                        | 13,294                    |
| 4438          | RECREATIONAL AND ACTIVITY EXPENSES | 2,132           | 3,250          | 300                              | 3,100                       | 3,100                         | 3,100                     |
| 4439          | OTHER INSTITUTIONAL EXPENSES       | 550             |                |                                  |                             |                               |                           |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 8,241           | 10,800         | 4,447                            | 10,700                      | 10,700                        | 10,700                    |
| 4449          | OTHER OPERATIONAL EXPENSES         | 160             |                |                                  |                             |                               |                           |
| 4461          | MILEAGE AND PARKING-LOCAL          | 66              | 225            | 29                               | 175                         | 175                           | 175                       |
| 4462          | TRAVEL HOTEL AND MEALS             | 2,079           | 4,200          | 567                              | 3,700                       | 3,700                         | 3,700                     |
| 4463          | EDUCATION AND TRAINING             | 2,930           | 4,300          | 1,273                            | 4,500                       | 4,500                         | 4,500                     |
| 4469          | OTHER PERSONAL EXPENSES            | -23             | 350            | 368                              | 360                         | 360                           | 360                       |
| 4518          | COPYING MACHINE RENTALS            | 5,016           | 7,008          | 4,536                            | 7,194                       | 7,194                         | 7,194                     |
| 4523          | INSURANCE CLAIMS                   | 12,234          |                | 67                               |                             |                               |                           |
| 4712          | PHYSICIAN SERVICES                 | 71,292          | 71,292         | 47,528                           | 73,431                      | 73,431                        | 73,431                    |
| 4725          | OTHER FINANCIAL SERVICES           | 12,157          | 35,000         | 8,792                            | 25,000                      | 25,000                        | 25,000                    |
| 4735          | INVESTIGATIONS EXPENSES            | 6,475           | 7,600          | 4,887                            | 8,500                       | 8,500                         | 8,500                     |
| 4747          | OTHER FEES FOR SERVICES            | 28,858          | 49,625         | 10,461                           | 43,625                      | 43,625                        | 43,625                    |
| 4750          | BAD DEBT EXPENSE                   | 48,267          |                |                                  |                             |                               |                           |
| 4766          | STATE REVENUE REFUND               | 1,167,326       | 1,300,000      | 743,593                          | 1,150,000                   | 1,150,000                     | 1,150,000                 |
| 4768          | LOSS ON DISPOSITION OF ASSETS      | 34              |                |                                  |                             |                               |                           |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        | 26              |                |                                  |                             |                               |                           |
|               |                                    | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40  | SUBTOTAL                           | 1,428,452       | 1,557,095      | 870,677                          | 1,395,612                   | 1,395,612                     | 1,395,612                 |

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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                    | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|----------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES              |                 |                |                                  |                             |                               |                           |
| 4601          | INDIRECT COSTS                   |                 | 1,585,917      |                                  | 952,141                     | 952,141                       | 952,141                   |
| 4602          | INSURANCE PREMIUM CHARGEBACK     | 48,210          | 44,707         | 44,707                           | 37,023                      | 37,023                        | 37,023                    |
| 4609          | DATA PROCESSING CHARGEBACKS      |                 |                |                                  | 254,693                     | 254,693                       | 254,693                   |
| 4610          | PERSONAL SERVICES CHARGEBACKS    |                 | 22,442         |                                  | 23,974                      | 23,974                        | 23,974                    |
| 4614          | OTHER CHARGEBACK EXPENSES        | 20,019          | 21,183         | 11,169                           | 20,207                      | 20,207                        | 20,207                    |
| 4617          | DUPLICATING/PRINTING CHARGEBACK  |                 |                |                                  | 15,000                      | 15,000                        | 15,000                    |
| 4618          | OFFICE SUPPLIES CHARGEBACK       |                 |                |                                  | 7,500                       | 7,500                         | 7,500                     |
| 4625          | FOOD SERVICE CHARGEBACKS         | 1,312           |                |                                  |                             |                               |                           |
| CHARACTER 41  | SUBTOTAL                         | 69,541          | 1,674,249      | 55,876                           | 1,310,538                   | 1,310,538                     | 1,310,538                 |
| CHARACTER :42 | DEPRECIATION                     |                 |                |                                  |                             |                               |                           |
| 4801          | DEPRECIATION - BUILDINGS         | 48,910          |                |                                  |                             |                               |                           |
| 4802          | DEPRECIATION - BLDG IMPROVEMENTS | 381,418         |                |                                  |                             |                               |                           |
| 4803          | DEPRECIATION - IMPROV O/T BLDGS  | 36,445          |                |                                  |                             |                               |                           |
| 4804          | DEPRECIATION - MOTOR VEHICLES    | 420             |                |                                  |                             |                               |                           |
| 4805          | DEPRECIATION - MACHINERY & EQUIP | 225,513         |                |                                  |                             |                               |                           |
| CHARACTER 42  | SUBTOTAL                         | 692,706         |                |                                  |                             |                               |                           |
| CHARACTER :80 | EMPLOYEE BENEFITS                |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT                 | 75,506          | 108,656        | 47,971                           | 115,967                     | 110,416                       | 110,416                   |
| 8030          | SOCIAL SECURITY                  | 65,671          | 79,166         | 40,384                           | 80,710                      | 76,885                        | 76,885                    |
| 8040          | WORKERS COMPENSATION             | 12,872          | 14,115         | 10,736                           | 14,629                      | 14,629                        | 14,629                    |
| 8041          | WORKERS COMP LT LIABILITY        | -33,228         |                |                                  |                             |                               |                           |
| 8050          | LIFE INSURANCE                   | 463             | 696            | 307                              | 494                         | 475                           | 475                       |
| 8060          | HEALTH INSURANCE                 | 289,377         | 296,261        | 153,326                          | 279,893                     | 269,156                       | 269,156                   |
| 8062          | RETIREE HEALTH INSURANCE         |                 | 81,985         | 59,539                           | 93,786                      | 93,786                        | 93,786                    |
| 8063          | DISABILITY INSURANCE             | 2,128           | 2,520          | 1,466                            | 2,193                       | 2,193                         | 2,193                     |
| CHARACTER 80  | SUBTOTAL                         | 412,789         | 583,399        | 313,729                          | 587,672                     | 567,540                       | 567,540                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :30 ADMINISTRATION AND GENERAL

| SUBJECT       | SUBJECT TITLE            | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :90 | TRANSFERS                |                 |                |                                  |                             |                               |                           |
| 9003          | TRANSFER TO GENERAL FUND | 532,991         |                |                                  |                             |                               |                           |
| CHARACTER 90  | SUBTOTAL                 | 532,991         |                |                                  |                             |                               |                           |
| TYPE X        | SUBTOTAL                 | 4,043,363       | 4,663,918      | 1,809,855                        | 4,249,860                   | 4,179,723                     | 4,179,723                 |
| DIVISION 30   | SUBTOTAL                 | 21,784,678      | 26,637,506     | 14,077,462                       | 20,169,911                  | 20,240,048                    | 20,240,048                |

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

### **Nursing - 31**

#### **MISSION STATEMENT**

To provide the highest quality of nursing care while recognizing the resident and his/her family are an integral component of the care process. To rehabilitate and maintain all residents at their highest practicable level of functioning in a therapeutic and safe environment.

#### **DESCRIPTION**

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

The Nursing unit employs Certified Nursing Assistants whose duties include observation and personal care of the residents. Nursing Assistants maintain daily records which provide the Nurse with necessary information about the progress of the residents. They are required to complete a state approved 100-hour course and obtain a passing grade on both an oral and written exam within 4 months of orientation. An additional mandatory 6 hours of in-service every six (6) months for Nursing Assistants is required.

**The Hospice Unit** provides specialized and individualized care to those residents with a terminal illness. The care, comfort, and emotional support of both the resident and the family are reinforced.

All staff endeavors to enable the resident to live life in a manner desired, and to die with dignity.

**In-Service Unit** is responsible for the orientation and continued education program for all employees. Various community resources and consultations are used for presentation of programs.

**The Alzheimer's/Dementia Unit** provides specialized to those residents with dementia who are experiencing memory loss, impairment of functional abilities and other cognitive skills. The goal is to maintain each resident at his or her highest practicable level of functioning for the longest period of time possible.

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

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

**The Subacute/Short-Term Rehabilitation Unit** is intended to address residents acutely impacted by a clinical event. Whether the need for services is for extensive nursing services or for rehabilitation services proved by physical, occupational, or speech language, clinical



staff, comprehensive care to ensure a positive outcome is provided to all participants. It is our express ambition to manage this unit in accordance with these guidelines to ensure that every resident of the Subacute Unit receives full attention and support throughout his or her recovery period.

### **2010 OBJECTIVES**

- Utilize the current software program to do care planning on all units and expand user role.
- Continue to provide in-service training to enhance documentation protocols.
- Standardize care protocols and accompanying documentation.
- Establish facility wide wound care program.

### **2010 BUDGET HIGHLIGHTS**

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

16 0077 WILLOW POINT NURSING HOME/Nursing  
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| <u>Title of Position</u>                              | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | As of                                     | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---|-------------------|-------------------------|---|---------------------------|-----------------------------|-------------------------|
|   |                   |                         | 9/1/2009<br><u>Adopted<br/>Authorized</u> |                           |                             |                         |
| <b><u>FULL TIME</u></b>                               |                   |                         |   |                           |                             |                         |
| Deputy NH Administrator-for Health Services           | F Admin           | 1                       | 1   | 1                         | 1                           | 1                       |
| MDS Coordinator                                       | 18 BAPA           | 0                       | 0   | 0                         | 1                           | 1                       |
| Associate Director of Clinical Care                   | 20 BAPA           | 1                       | 1   | 1                         | 1                           | 1                       |
| Clinical Care Coordinator II / I                      | 18/17 BAPA        | 7                       | 7   | 7                         | 7                           | 7                       |
| Supervising Nurse II / I                              | 16/15 BAPA        | 4                       | 4   | 4                         | 3                           | 3                       |
| Senior RPN  | 16 CSEA           | 1                       | 1   | 1                         | 1                           | 1                       |
| Charge Nurse RPN/Sr LPN                               | 15/11 CSEA        | 21                      | 21  | 23                        | 23                          | 23                      |
| Registered Professional Nurse                         | 14 CSEA           | 6                       | 6   | 0                         | 0                           | 0                       |
| RPN (WPNH)/LPN  | 14/10 CSEA        | 11                      | 11  | 45                        | 45                          | 45                      |
| Senior LPN  | 11 CSEA           | 2                       | 2   | 0                         | 0                           | 0                       |
| Licensed Practical Nurse                              | 10 CSEA           | 28                      | 28  | 0                         | 0                           | 0                       |
| Program Assistant                                     | 10 CSEA           | 1                       | 1   | 1                         | 1                           | 1                       |
| Stores Clerk  | 10 CSEA           | 2                       | 2   | 2                         | 2                           | 2                       |
| Keyboard Specialist                                   | 8 CSEA            | 1                       | 1   | 1                         | 1                           | 1                       |
| Senior Clerk  | 8 CSEA            | 1                       | 1   | 1                         | 1                           | 1                       |
| Rehabilitation Aide                                   | 7 CSEA            | 5                       | 4   | 4                         | 0                           | 0                       |
| Certified Nursing Assistant/Nursing Assistant Trainee | 6 CSEA            | 140                     | 140                                       | 140                       | 140                         | 140                     |
| Clerk   | 6 CSEA            | <u>7</u>                | <u>7</u>                                  | <u>7</u>                  | <u>7</u>                    | <u>7</u>                |
| <b>Total Full-Time Positions</b>                      |                   | <b>239</b>              | <b>238</b>                                | <b>238</b>                | <b>234</b>                  | <b>234</b>              |
| <b><u>PART TIME</u></b>                               |                   |                         |   |                           |                             |                         |
| Supervising Nurse I / II                              | 16 BAPA           | 2                       | 2   | 3                         | 2                           | 2                       |
| Registered Professional Nurse(NH)                     | 14 CSEA           | 3                       | 3   | 0                         | 0                           | 0                       |
| RPN (WPNH)/LPN  | 14/10 CSEA        | 11                      | 11  | 21                        | 22                          | 22                      |
| Licensed Practical Nurse                              | 10 CSEA           | 8                       | 8   | 0                         | 0                           | 0                       |
| Certified Nursing Assistant/Nursing Assistant Trainee | 6 CSEA            | <u>96</u>               | <u>81</u>                                 | <u>66</u>                 | <u>64</u>                   | <u>64</u>               |
| <b>Total Part-Time Positions</b>                      |                   | <b>120</b>              | <b>105</b>                                | <b>90</b>                 | <b>88</b>                   | <b>88</b>               |
| <b>TOTAL POSITIONS</b>                                |                   | <b>359</b>              | <b>343</b>                                | <b>328</b>                | <b>322</b>                  | <b>322</b>              |

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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                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------------------------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 MISC/INTERFUND REVENUES |                                     |                 |                |                                  |                             |                               |                           |
| 0215                                  | REFUNDS OF PRIOR YEARS EXPENDITURES | 15,235          |                | 10,387                           |                             |                               |                           |
| 0216                                  | GIFTS AND DONATIONS                 | 18              |                |                                  |                             |                               |                           |
| CHARACTER 07 SUBTOTAL                 |                                     | 15,253          |                | 10,387                           |                             |                               |                           |
| CHARACTER :08 STATE AID               |                                     |                 |                |                                  |                             |                               |                           |
| 0460                                  | OTHER STATE AID                     | 113,635         | 4,800          | 28,339                           | 4,000                       | 4,000                         | 4,000                     |
| CHARACTER 08 SUBTOTAL                 |                                     | 113,635         | 4,800          | 28,339                           | 4,000                       | 4,000                         | 4,000                     |
| TYPE R SUBTOTAL                       |                                     | 128,888         | 4,800          | 38,726                           | 4,000                       | 4,000                         | 4,000                     |
| CHARACTER :10 PERSONAL SERVICE        |                                     |                 |                |                                  |                             |                               |                           |
| 1000                                  | SALARIES FULL-TIME                  | 6,793,654       | 7,843,341      | 3,901,723                        | 7,919,009                   | 7,776,935                     | 7,776,935                 |
| 1500                                  | SALARIES PART-TIME                  | 1,221,816       | 1,507,147      | 755,719                          | 1,353,261                   | 1,328,133                     | 1,328,133                 |
| 1600                                  | SALARIES TEMPORARY                  | 57,758          |                | 38,437                           |                             |                               |                           |
| 1700                                  | SALARIES OVERTIME                   | 923,396         | 310,016        | 555,869                          | 274,934                     | 235,541                       | 235,541                   |
| 1900                                  | SALARIES SHIFT DIFFERENTIAL         |                 | 35,078         |                                  | 39,463                      | 39,463                        | 39,463                    |
| 1930                                  | STAND-BY PAY                        | 7,265           | 6,216          | 5,050                            | 17,220                      | 17,220                        | 17,220                    |
| 1940                                  | OTHER PERSONNEL SERVICES            | 46,509          | 56,800         | 46,401                           | 53,800                      | 53,800                        | 53,800                    |
| 1980                                  | HOLIDAY OVERTIME PAY                |                 |                |                                  | 74,475                      | 74,475                        | 74,475                    |
| CHARACTER 10 SUBTOTAL                 |                                     | 9,050,398       | 9,758,598      | 5,303,199                        | 9,732,162                   | 9,525,567                     | 9,525,567                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
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SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :31 NURSING

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :20 | EQUIPMENT AND CAPITAL OUTLAY       |                 |                |                                  |                             |                               |                           |
| 2110          | OFFICE MACHINES                    |                 |                | 200                              |                             |                               |                           |
| 2390          | OTHER INSTITUTIONAL EQUIPMENT      |                 |                | 785                              | 4,000                       | 4,000                         | 4,000                     |
| 2420          | PHOTOGRAPHIC EQUIPMENT             |                 |                | 306                              |                             |                               |                           |
| 2470          | TRAINING AND EDUCATIONAL EQUIPMENT |                 | 300            |                                  |                             |                               |                           |
| 2620          | HOSPITAL MEDICAL AND LAB EQUIPMENT |                 | 28,640         | 6,951                            | 25,455                      | 25,455                        | 25,455                    |
| 2850          | COMPUTER EQUIPMENT                 |                 |                |                                  | 800                         | 800                           | 800                       |
| CHARACTER 20  | SUBTOTAL                           |                 | 28,940         | 8,242                            | 30,255                      | 30,255                        | 30,255                    |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS            | 1,364           | 1,378          | 420                              | 1,500                       | 1,500                         | 1,500                     |
| 4319          | OFFICE SUPPLIES                    | 5,393           | 4,000          | 2,369                            | 4,000                       | 4,000                         | 4,000                     |
| 4342          | PHOTOGRAPHIC SUPPLIES              | 10              |                |                                  |                             |                               |                           |
| 4346          | TRAINING AND EDUCATIONAL SUPPLIES  | 2,254           | 1,900          | 274                              | 2,088                       | 2,088                         | 2,088                     |
| 4349          | MISC OPERATIONAL SUPPLIES          | 12,254          | 11,730         | 3,071                            | 13,030                      | 13,030                        | 13,030                    |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES     | 1,293           | 1,980          | 1,051                            | 1,950                       | 1,950                         | 1,950                     |
| 4363          | MEDICAL LAB & CLINIC SUPPLIES      | 317,014         | 358,442        | 180,433                          | 353,802                     | 353,802                       | 353,802                   |
| 4411          | POSTAGE AND FREIGHT                | 123             | 200            | 87                               | 275                         | 275                           | 275                       |
| 4419          | GENERAL OFFICE EXPENSES            | 10,498          | 11,820         | 8,418                            | 52,120                      | 52,120                        | 52,120                    |
| 4434          | MEDICAL HOSPITAL AND LAB EXPENSES  | 14,391          | 24,200         | 5,738                            | 6,200                       | 6,200                         | 6,200                     |
| 4447          | OPERATIONAL EQUIPMENT REPAIRS      | 79              |                |                                  |                             |                               |                           |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 31              |                |                                  |                             |                               |                           |
| 4453          | TRANSPORTATION SERVICES            | 2,321           | 4,800          | 497                              | 3,800                       | 3,800                         | 3,800                     |
| 4461          | MILEAGE AND PARKING-LOCAL          | 20              |                |                                  |                             |                               |                           |
| 4462          | TRAVEL HOTEL AND MEALS             | 214             | 1,500          |                                  | 1,200                       | 1,200                         | 1,200                     |
| 4463          | EDUCATION AND TRAINING             | 2,920           | 1,500          | 3,045                            | 3,000                       | 3,000                         | 3,000                     |
| 4469          | OTHER PERSONAL EXPENSES            | 3,840           | 4,800          | 1,400                            | 4,000                       | 4,000                         | 4,000                     |
| 4512          | OUTSIDE RENTALS-MACHINERY          | 38,181          | 42,990         | 14,008                           | 39,500                      | 39,500                        | 39,500                    |
| 4518          | COPYING MACHINE RENTALS            | 7,596           | 9,684          | 6,456                            | 9,684                       | 9,684                         | 9,684                     |
| 4744          | INSTRUCTOR SERVICES                |                 | 400            |                                  |                             |                               |                           |
| 4747          | OTHER FEES FOR SERVICES            | 378             |                |                                  |                             |                               |                           |
| 4768          | LOSS ON DISPOSITION OF ASSETS      | 2,997           |                |                                  |                             |                               |                           |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        | 24              |                | 48                               | 50                          | 50                            | 50                        |
| CHARACTER 40  | SUBTOTAL                           | 423,195         | 481,324        | 227,315                          | 496,199                     | 496,199                       | 496,199                   |

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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             | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|---------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES       |                 |                |                                  |                             |                               |                           |
| 4625          | FOOD SERVICE CHARGEBACKS  | 68              |                |                                  |                             |                               |                           |
| CHARACTER 41  | SUBTOTAL                  | 68              |                |                                  |                             |                               |                           |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS  |                 |                |                                  |                             |                               |                           |
| 7005          | INTEREST ON CAPITAL LEASE | 472             |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                  | 472             |                |                                  |                             |                               |                           |
| CHARACTER :80 | EMPLOYEE BENEFITS         |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT          | 751,987         | 1,195,363      | 440,866                          | 1,079,950                   | 1,061,411                     | 1,061,411                 |
| 8030          | SOCIAL SECURITY           | 661,626         | 749,257        | 386,323                          | 744,519                     | 731,728                       | 731,728                   |
| 8040          | WORKERS COMPENSATION      | 388,741         | 387,786        | 202,620                          | 401,896                     | 401,896                       | 401,896                   |
| 8050          | LIFE INSURANCE            | 5,060           | 7,680          | 3,343                            | 5,890                       | 5,776                         | 5,776                     |
| 8060          | HEALTH INSURANCE          | 2,756,199       | 3,072,183      | 1,419,956                        | 2,869,074                   | 2,804,892                     | 2,804,892                 |
| 8062          | RETIREE HEALTH INSURANCE  |                 | 809,891        | 522,569                          | 817,267                     | 817,267                       | 817,267                   |
| 8063          | DISABILITY INSURANCE      | 33,200          | 36,720         | 20,797                           | 37,926                      | 37,152                        | 37,152                    |
| 8070          | UNEMPLOYMENT INSURANCE    | 46,581          |                | 23,868                           |                             |                               |                           |
| CHARACTER 80  | SUBTOTAL                  | 4,643,394       | 6,258,880      | 3,020,342                        | 5,956,522                   | 5,860,122                     | 5,860,122                 |
| TYPE X        | SUBTOTAL                  | 14,117,527      | 16,527,742     | 8,559,098                        | 16,215,138                  | 15,912,143                    | 15,912,143                |
| DIVISION 31   | SUBTOTAL                  | -13,988,639     | -16,522,942    | -8,520,372                       | -16,211,138                 | -15,908,143                   | 15,908,143                |

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

### **Dietary - 32**

#### **MISSION STATEMENT**

The Dietary Division provides food service that meets the daily nutritional needs of residents and ensures that special dietary needs are recognized. Food is served in a manner that is nutritious, appetizing, visually pleasing and of sufficient variety to ensure resident satisfaction and maintain acceptable parameters of nutritional status. Consideration is given to food habits, preferences, ethnic groups, activities, and holidays.

#### **DESCRIPTION**

Under the direction of the Central Foods and Nutrition Services, the dietary division provides the food and beverage for the residents of the facility. Hot food is ordered from the Central Food Nutrition Facility while all cold food is prepared onsite. A liberalized diet is utilized for those residents with stable medical conditions as recommended by the American Dietetic Association. Diet adjustments are made for those residents requiring further restrictions due to specific disease states.

The dietary division serves up to 1,074 meals daily.

#### **2010 OBJECTIVES**

- Continue to develop and provide staff education to improve cost control measures and provide quality nutritional services.
- Continue to maintain sanitation standards and temperature controls by adhering to existing quality assurance standards.
- Develop strategies for empowering employees in order to encourage responsibility, improve productivity, and ultimately improve overall organizational performance.

#### **2010 BUDGET HIGHLIGHTS**

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

## 16 0119 WILLOW POINT NURSING HOME/Dietary

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Adopted<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|----------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>          |                   |                         |  |                           |                             |                         |
| Food Service Manager             | 14 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Dietetic Technician              | 11 CSEA           | 4                       | 4  | 4                         | 4                           | 4                       |
| Assistant Food Service Manager   | 10 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Stores Clerk                     | 10 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Food Service Helper       | 9 CSEA            | 4                       | 4  | 4                         | 4                           | 4                       |
| Clerk                            | 6 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Food Service Helper              | 5 CSEA            | <u>15</u>               | <u>15</u>  | <u>15</u>                 | <u>15</u>                   | <u>15</u>               |
| <b>Total Full-Time Positions</b> |                   | <b>27</b>               | <b>27</b>  | <b>27</b>                 | <b>27</b>                   | <b>27</b>               |
| <b><u>PART TIME</u></b>          |                   |                         |  |                           |                             |                         |
| Food Service Helper              | 5 CSEA            | <u>18</u>               | <u>23</u>  | <u>23</u>                 | <u>23</u>                   | <u>23</u>               |
| <b>Total Part-Time Positions</b> |                   | <b>18</b>               | <b>23</b>  | <b>23</b>                 | <b>23</b>                   | <b>23</b>               |
| <b>TOTAL POSITIONS</b>           |                   | <b>45</b>               | <b>50</b>  | <b>50</b>                 | <b>50</b>                   | <b>50</b>               |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :32 DIETARY

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                 |                |                                  |                             |                               |                           |
| 0090          | CAFETERIA FEES                      | 715             | 500            | 505                              | 650                         | 650                           | 650                       |
| CHARACTER 02  | SUBTOTAL                            | 715             | 500            | 505                              | 650                         | 650                           | 650                       |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 1,052           |                | 498                              |                             |                               |                           |
| CHARACTER 07  | SUBTOTAL                            | 1,052           |                | 498                              |                             |                               |                           |
| TYPE R        | SUBTOTAL                            | 1,767           | 500            | 1,003                            | 650                         | 650                           | 650                       |
| CHARACTER :10 | PERSONAL SERVICE                    |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                  | 760,185         | 805,083        | 423,586                          | 822,012                     | 822,012                       | 822,012                   |
| 1500          | SALARIES PART-TIME                  | 252,831         | 256,830        | 150,461                          | 244,416                     | 244,416                       | 244,416                   |
| 1600          | SALARIES TEMPORARY                  | 70,515          |                | 56,605                           |                             |                               |                           |
| 1700          | SALARIES OVERTIME                   | 43,801          | 10,000         | 21,109                           | 88,977                      | 28,977                        | 28,977                    |
| 1900          | SALARIES SHIFT DIFFERENTIAL         |                 |                |                                  | 5,256                       | 5,256                         | 5,256                     |
| 1940          | OTHER PERSONNEL SERVICES            | 6,483           | 6,300          | 6,267                            | 6,600                       | 6,600                         | 6,600                     |
| 1980          | HOLIDAY OVERTIME PAY                |                 |                |                                  | 12,762                      | 12,762                        | 12,762                    |
| CHARACTER 10  | SUBTOTAL                            | 1,133,815       | 1,078,213      | 658,028                          | 1,180,023                   | 1,120,023                     | 1,120,023                 |



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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                     | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-----------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :20 | EQUIPMENT AND CAPITAL OUTLAY      |                 |                |                                  |                             |                               |                           |
| 2310          | KITCHEN AND DINING ROOM EQUIPMENT | -----           | 6,500          | 3,662                            | 8,400                       | 8,400                         | 8,400                     |
| CHARACTER 20  | SUBTOTAL                          |                 | 6,500          | 3,662                            | 8,400                       | 8,400                         | 8,400                     |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES          |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS           | 58              |                |                                  |                             |                               |                           |
| 4319          | OFFICE SUPPLIES                   | 2,150           | 1,000          | 1,684                            | 2,200                       | 2,200                         | 2,200                     |
| 4331          | FOOD AND BEVERAGES                | -1,559          | 1,200          | 274                              | 1,000                       | 1,000                         | 1,000                     |
| 4332          | KITCHEN AND DINING ROOM SUPPLIES  | -157            | 6,000          | 643                              | 10,750                      | 10,750                        | 10,750                    |
| 4346          | TRAINING AND EDUCATIONAL SUPPLIES | 157             |                |                                  | 100                         | 100                           | 100                       |
| 4358          | SAFETY SUPPLIES                   | 4,051           | 6,800          | 3,498                            | 5,500                       | 5,500                         | 5,500                     |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES    | 1,262           | 1,200          | 1,564                            | 1,900                       | 1,900                         | 1,900                     |
| 4419          | GENERAL OFFICE EXPENSES           | 1,435           | 515            | 870                              | 950                         | 950                           | 950                       |
| 4463          | EDUCATION AND TRAINING            | 569             | 1,000          | 494                              | 1,000                       | 1,000                         | 1,000                     |
| 4518          | COPYING MACHINE RENTALS           | 4,032           | 7,500          | 4,050                            | 4,140                       | 4,140                         | 4,140                     |
| 4768          | LOSS ON DISPOSITION OF ASSETS     | 1,782           |                |                                  |                             |                               |                           |
| 4901          | DAY TRIP MEAL REIMBURSEMENT       | 16              |                |                                  |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                          | 13,796          | 25,215         | 13,077                           | 27,540                      | 27,540                        | 27,540                    |
| CHARACTER :41 | CHARGEBACK EXPENSES               |                 |                |                                  |                             |                               |                           |
| 4625          | FOOD SERVICE CHARGEBACKS          | 1,690,506       | 1,747,735      | 986,950                          | 1,736,598                   | 1,720,630                     | 1,720,630                 |
| CHARACTER 41  | SUBTOTAL                          | 1,690,506       | 1,747,735      | 986,950                          | 1,736,598                   | 1,720,630                     | 1,720,630                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :32 DIETARY

| SUBJECT       | SUBJECT TITLE             | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|---------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :70 | INTEREST ON INDEBTEDNESS  |                 |                |                                  |                             |                               |                           |
| 7005          | INTEREST ON CAPITAL LEASE | 48              |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                  | 48              |                |                                  |                             |                               |                           |
| CHARACTER :80 | EMPLOYEE BENEFITS         |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT          | 89,192          | 115,171        | 48,029                           | 130,985                     | 130,985                       | 130,985                   |
| 8030          | SOCIAL SECURITY           | 83,705          | 83,910         | 47,846                           | 90,275                      | 90,275                        | 90,275                    |
| 8040          | WORKERS COMPENSATION      | 12,386          | 16,733         | 12,933                           | 17,342                      | 17,342                        | 17,342                    |
| 8050          | LIFE INSURANCE            | 685             | 1,272          | 451                              | 950                         | 950                           | 950                       |
| 8060          | HEALTH INSURANCE          | 300,218         | 288,952        | 160,267                          | 301,660                     | 301,660                       | 301,660                   |
| 8062          | RETIREE HEALTH INSURANCE  |                 | 87,565         | 54,274                           | 86,786                      | 86,786                        | 86,786                    |
| 8063          | DISABILITY INSURANCE      | 4,587           | 6,240          | 2,873                            | 4,773                       | 4,773                         | 4,773                     |
| 8070          | UNEMPLOYMENT INSURANCE    | 2,723           |                | 12,552                           |                             |                               |                           |
| CHARACTER 80  | SUBTOTAL                  | 493,496         | 599,843        | 339,225                          | 632,771                     | 632,771                       | 632,771                   |
| TYPE X        | SUBTOTAL                  | 3,331,661       | 3,457,506      | 2,000,942                        | 3,585,332                   | 3,509,364                     | 3,509,364                 |
| DIVISION 32   | SUBTOTAL                  | -3,329,894      | -3,457,006     | -1,999,939                       | -3,584,682                  | -3,508,714                    | -3,508,714                |

**WILLOW POINT NURSING HOME - 16****Cleanliness and Safety - 33****MISSION STATEMENT**

The Housekeeping and Laundry unit is responsible for maintaining a hygienically safe and sanitary environment for the residents of the facility.

The Maintenance unit is responsible for providing general and preventive maintenance for the physical plant, equipment, and grounds. The unit also oversees the security of the facility.

**DESCRIPTION**

The Maintenance unit has the responsibility of providing general and preventive maintenance for all equipment, buildings and grounds, which are the property of Broome County.

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

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

**2010 OBJECTIVES**

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

**2010 BUDGET HIGHLIGHTS**

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

16 0143 **WILLOW POINT NURSING HOME/Cleanliness & Safety**

0150

0127

| <u>Title of Position</u>          | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | As of<br>9/1/2009             | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|-----------------------------------|-------------------|-------------------------|-------------------------------|---------------------------|-----------------------------|-------------------------|
|                                   |                   |                         | <u>Adopted<br/>Authorized</u> |                           |                             |                         |
| <u>FULL TIME</u>                  |                   |                         |                               |                           |                             |                         |
| Housekeeping Supervisor           | 14 BAPA           | 1                       | 1                             | 1                         | 1                           | 1                       |
| Assistant Housekeeping Supervisor | 11 CSEA           | 1                       | 1                             | 1                         | 1                           | 1                       |
| Maintenance Mechanic              | 10 CSEA           | 4                       | 4                             | 5                         | 4                           | 4                       |
| Custodial Worker                  | 6 CSEA            | 27                      | 27                            | 26                        | 27                          | 27                      |
| Laundry Worker                    | 6 CSEA            | 5                       | 5                             | 5                         | 5                           | 5                       |
| Clerk                             | 6 CSEA            | <u>1</u>                | <u>1</u>                      | <u>1</u>                  | <u>1</u>                    | <u>1</u>                |
| <b>Total Full-Time Positions</b>  |                   | <b>39</b>               | <b>39</b>                     | <b>39</b>                 | <b>39</b>                   | <b>39</b>               |
| <u>PART TIME</u>                  |                   |                         |                               |                           |                             |                         |
| 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                    | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|----------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 DEPARTMENTAL INCOME          |                                  |                 |                |                                  |                             |                               |                           |
| 0027                                       | MISCELLANEOUS                    |                 |                | 205                              |                             |                               |                           |
| 0147                                       | MISCELLANEOUS                    | 26              |                |                                  |                             |                               |                           |
| CHARACTER 02 SUBTOTAL                      |                                  | 26              |                | 205                              |                             |                               |                           |
| CHARACTER :06 SALE OF PROP & COMP FOR LOSS |                                  |                 |                |                                  |                             |                               |                           |
| 0205                                       | SALE OF SCRAP & EXCESS MATERIALS | 671             |                | 195                              |                             |                               |                           |
| CHARACTER 06 SUBTOTAL                      |                                  | 671             |                | 195                              |                             |                               |                           |
| TYPE R SUBTOTAL                            |                                  | 697             |                | 400                              |                             |                               |                           |
| CHARACTER :10 PERSONAL SERVICE             |                                  |                 |                |                                  |                             |                               |                           |
| 1000                                       | SALARIES FULL-TIME               | 1,029,201       | 1,104,352      | 581,999                          | 1,122,805                   | 1,122,641                     | 1,122,641                 |
| 1500                                       | SALARIES PART-TIME               | 85,628          | 77,936         | 56,377                           | 77,138                      | 77,138                        | 77,138                    |
| 1600                                       | SALARIES TEMPORARY               | 35,860          | 8,100          | 2,477                            |                             |                               |                           |
| 1700                                       | SALARIES OVERTIME                | 59,047          | 29,235         | 15,794                           | 38,396                      | 30,440                        | 30,440                    |
| 1930                                       | STAND-BY PAY                     | 6,920           | 7,300          | 4,600                            | 7,300                       | 7,300                         | 7,300                     |
| 1940                                       | OTHER PERSONNEL SERVICES         | 7,154           | 7,400          | 7,308                            | 7,500                       | 7,500                         | 7,500                     |
| 1980                                       | HOLIDAY OVERTIME PAY             |                 |                |                                  | 8,670                       | 8,670                         | 8,670                     |
| CHARACTER 10 SUBTOTAL                      |                                  | 1,223,810       | 1,234,323      | 668,555                          | 1,261,809                   | 1,253,689                     | 1,253,689                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :33 CLEANLINESS AND SAFETY

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :20 | EQUIPMENT AND CAPITAL OUTLAY       |                 |                |                                  |                             |                               |                           |
| 2021          | AUTOMOBILES                        |                 |                |                                  | 30,000                      | 30,000                        | 30,000                    |
| 2240          | DPW BUILDING MAINTENANCE EQUIPMENT |                 | 15,050         | 12,793                           | 3,000                       | 3,000                         | 3,000                     |
| 2270          | DPW BUILDING AND GROUNDS EQUIPMENT |                 | 5,889          |                                  | 4,500                       | 4,500                         | 4,500                     |
| 2310          | KITCHEN AND DINING ROOM EQUIPMENT  |                 |                |                                  | 12,500                      | 12,500                        | 12,500                    |
| 2330          | LAUNDRY AND CLEANING EQUIPMENT     |                 | 6,000          | 5,762                            | 8,000                       | 8,000                         | 8,000                     |
| 2420          | PHOTOGRAPHIC EQUIPMENT             |                 | 2,000          |                                  | 3,000                       | 3,000                         | 3,000                     |
|               |                                    | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 20  | SUBTOTAL                           |                 | 28,939         | 18,555                           | 61,000                      | 61,000                        | 61,000                    |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS            | 160             |                |                                  |                             |                               |                           |
| 4319          | OFFICE SUPPLIES                    | 708             | 700            | 481                              | 750                         | 750                           | 750                       |
| 4323          | BLDG MAINTENANCE SUPPLIES          | 49,106          | 61,000         | 21,943                           | 63,500                      | 63,500                        | 63,500                    |
| 4326          | FUEL AND HEATING SUPPLIES          | 196,337         | 234,360        | 122,193                          | 234,360                     | 234,360                       | 234,360                   |
| 4329          | BLDG AND GROUNDS SUPPLIES          | 56,822          | 49,450         | 38,164                           | 56,000                      | 56,000                        | 56,000                    |
| 4333          | HSLD LAUNDRY & CLEANING SUPPLIES   | 51,632          | 43,250         | 22,673                           | 46,397                      | 46,397                        | 46,397                    |
| 4342          | PHOTOGRAPHIC SUPPLIES              |                 | 50             |                                  | 50                          | 50                            | 50                        |
| 4348          | TIRES AND TUBES                    | 435             |                |                                  |                             |                               |                           |
| 4349          | MISC OPERATIONAL SUPPLIES          | 12,530          | 9,000          | 8,034                            | 9,700                       | 9,700                         | 9,700                     |
| 4358          | SAFETY SUPPLIES                    | 851             | 1,020          | 356                              | 2,320                       | 2,320                         | 2,320                     |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES     | 275             | 200            | 38                               | 200                         | 200                           | 200                       |
| 4361          | NURSING SUPPLIES                   | 64,874          | 60,000         | 39,396                           | 60,000                      | 60,000                        | 60,000                    |
| 4362          | ENVIRONMENTAL HEALTH SUPPLIES      | 180,525         | 215,000        | 117,332                          | 200,500                     | 200,500                       | 200,500                   |
| 4363          | MEDICAL LAB & CLINIC SUPPLIES      |                 |                |                                  | 20,000                      | 20,000                        | 20,000                    |
| 4411          | POSTAGE AND FREIGHT                | 8               |                |                                  |                             |                               |                           |
| 4418          | DUES AND MEMBERSHIPS               | 145             | 150            |                                  |                             |                               |                           |
| 4423          | BLDG GROUNDS AND EQUIP REPAIR      | 36,295          | 42,000         | 31,669                           | 48,600                      | 48,600                        | 48,600                    |
| 4425          | WATER AND SEWAGE CHARGES           | 62,681          | 75,000         | 38,900                           | 75,000                      | 75,000                        | 75,000                    |
| 4426          | HEATING AND AIR COND PLANT EXP     | 7,871           |                |                                  |                             |                               |                           |
| 4427          | ELECTRIC CURRENT                   | 271,426         | 276,680        | 156,300                          | 276,680                     | 276,680                       | 276,680                   |
| 4428          | TAXES                              | 3,118           | 3,300          | 3,071                            | 3,150                       | 3,150                         | 3,150                     |
| 4429          | BUILDING AND GROUNDS EXPENSES      | 64,629          | 81,600         | 37,464                           | 82,110                      | 82,110                        | 82,110                    |
| 4432          | LAUNDRY AND DRY CLEANING EXPENSES  | 218,943         | 205,750        | 129,962                          | 193,063                     | 193,063                       | 193,063                   |
| 4434          | MEDICAL HOSPITAL AND LAB EXPENSES  | 10,450          | 11,000         | 8,366                            | 15,000                      | 15,000                        | 15,000                    |
| 4449          | OTHER OPERATIONAL EXPENSES         | 145             | 2,000          | 139                              | 2,000                       | 2,000                         | 2,000                     |
| 4463          | EDUCATION AND TRAINING             | 275             |                |                                  |                             |                               |                           |
| 4512          | OUTSIDE RENTALS-MACHINERY          | 69              | 150            | 892                              | 150                         | 150                           | 150                       |
| 4518          | COPYING MACHINE RENTALS            |                 | 1,584          |                                  | 1,584                       | 1,584                         | 1,584                     |
| 4768          | LOSS ON DISPOSITION OF ASSETS      | 1,082           |                |                                  |                             |                               |                           |
|               |                                    | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40  | SUBTOTAL                           | 1,291,392       | 1,373,244      | 777,373                          | 1,391,114                   | 1,391,114                     | 1,391,114                 |

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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                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES                 |                 |                |                                  |                             |                               |                           |
| 4614          | OTHER CHARGEBACK EXPENSES           |                 |                |                                  | 3,000                       | 3,000                         | 3,000                     |
| 4615          | GASOLINE CHARGEBACK                 | 3,709           | 5,050          |                                  | 3,121                       | 3,121                         | 3,121                     |
| 4616          | FLEET SERVICE CHARGEBACK            | 11,036          | 11,198         |                                  | 11,045                      | 11,045                        | 11,045                    |
| 4619          | BUILDING SERVICE CHARGEBACK         |                 |                |                                  | 144,531                     | 144,531                       | 144,531                   |
| 4626          | TRANSPORTATION SERVICES CHARGEBACKS | 12,047          | 7,908          |                                  | 5,211                       | 5,211                         | 5,211                     |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                            | 26,792          | 24,156         |                                  | 166,908                     | 166,908                       | 166,908                   |
| CHARACTER :80 | EMPLOYEE BENEFITS                   |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT                    | 99,458          | 129,605        | 56,536                           | 140,025                     | 140,007                       | 140,007                   |
| 8030          | SOCIAL SECURITY                     | 89,355          | 94,367         | 48,222                           | 96,527                      | 96,514                        | 96,514                    |
| 8040          | WORKERS COMPENSATION                | 28,262          | 35,805         | 33,475                           | 37,108                      | 37,108                        | 37,108                    |
| 8050          | LIFE INSURANCE                      | 716             | 1,941          | 483                              | 874                         | 874                           | 874                       |
| 8060          | HEALTH INSURANCE                    | 464,044         | 352,787        | 216,165                          | 381,599                     | 381,599                       | 381,599                   |
| 8062          | RETIREE HEALTH INSURANCE            |                 | 173,005        | 119,408                          | 196,341                     | 196,341                       | 196,341                   |
| 8063          | DISABILITY INSURANCE                | 4,901           | 5,400          | 3,118                            | 5,289                       | 5,289                         | 5,289                     |
| 8070          | UNEMPLOYMENT INSURANCE              | 6,708           |                | 6,536                            |                             |                               |                           |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                            | 693,444         | 792,910        | 483,943                          | 857,763                     | 857,732                       | 857,732                   |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                            | 3,235,438       | 3,453,572      | 1,948,426                        | 3,738,594                   | 3,730,443                     | 3,730,443                 |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DIVISION 33   | SUBTOTAL                            | -3,234,741      | -3,453,572     | -1,948,026                       | -3,738,594                  | -3,730,443                    | -3,730,443                |

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

### **Social Programs - 34**

#### **MISSION STATEMENT**

The Social Services and Recreation Departments will continue to meet the social, emotional, personal, and recreational needs of residents from point of entry to the time of discharge.

#### **DESCRIPTION**

The responsibility of the Social Services Unit is to work with residents, family members, friends, and staff members in order to meet adjustment needs. Staff members are charged with identifying personal and social needs, psychosocial need, and arranging for services to meet these needs. In addition, social service staff conduct in-service training for nursing facility staff, and develop and lead support groups for residents and family members.

The **Recreation Unit** provides an ongoing program of activities designed to meet the interests and the physical, mental, and psychosocial well-being of each resident. These programs for residents include large and small groups and 1:1 activities incorporating all ages, interests, and abilities.

#### **2010 OBJECTIVES**

- Continue the provision of social work services.
- Continually educate the public regarding the services provided at Willow Point Nursing Home and serve as public relations representatives to the community.
- Work with our admissions personnel to develop a marketing strategy to increase community awareness of Willow Point Nursing Home services.
- Enhance recreation programming to increase the quantity and quality of 1:1 and independent activities for bedridden and room-bound residents. Increase the quality of assessment and care planning for activity interventions and appropriate follow through by interdisciplinary team. Participate in the interdisciplinary approach to total management of residents, especially those who are in need of increased stimuli and are at risk for falls, elopement, and for having behavioral issues or psychosocial needs.

#### **2010 BUDGET HIGHLIGHTS**

- Continued development of facility social work programs/groups for residents, families, and staff by the Social Work Department.



16 0176 WILLOW POINT NURSING HOME/Social Programs  
0184

| <u>Title of Position</u>                   | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Adopted<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|--|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>                    |                   |                         |  |                           |                             |                         |
| Director of NH Social Services (40)        | 21 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Director Therapeutic Recreational Services | 15 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Social Work Assistant                      | 14 CSEA           | 6                       | 6  | 6                         | 5                           | 5                       |
| Assistant Director of Activities           | 9 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Keyboard Specialist*                       | 8 CSEA            | 1                       | 0  | 0                         | 0                           | 0                       |
| Leisure Time Activities Leader             | 7 CSEA            | <u>6</u>                | <u>6</u>   | <u>6</u>                  | <u>6</u>                    | <u>6</u>                |
| <b>Total Full-Time Positions</b>           |                   | <b>16</b>               | <b>15</b>  | <b>15</b>                 | <b>14</b>                   | <b>14</b>               |
| <b><u>PART TIME</u></b>                    |                   |                         |  |                           |                             |                         |
| Social Work Assistant                      | 14 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Leisure Time Activities Leader             | 7 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Clerk                                      | 6 CSEA            | 2                       | 2  | 2                         | 2                           | 2                       |
| Unit Aide                                  | NA                | <u>7</u>                | <u>7</u>   | <u>7</u>                  | <u>7</u>                    | <u>7</u>                |
| <b>Total Part-Time Positions</b>           |                   | <b>11</b>               | <b>11</b>  | <b>11</b>                 | <b>11</b>                   | <b>11</b>               |
| <b>TOTAL POSITIONS</b>                     |                   | <b>27</b>               | <b>26</b>  | <b>26</b>                 | <b>25</b>                   | <b>25</b>               |

\*Moved to Administration & General division

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :34 SOCIAL PROGRAMS

| SUBJECT       | SUBJECT TITLE            | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME      |                 |                |                                  |                             |                               |                           |
| 0025          | CABLE TV                 | 11,490          | 11,000         | 7,055                            | 8,000                       | 8,000                         | 8,000                     |
| CHARACTER 02  | SUBTOTAL                 | 11,490          | 11,000         | 7,055                            | 8,000                       | 8,000                         | 8,000                     |
| CHARACTER :07 | MISC/INTERFUND REVENUES  |                 |                |                                  |                             |                               |                           |
| 0216          | GIFTS AND DONATIONS      | 2               |                |                                  |                             |                               |                           |
| CHARACTER 07  | SUBTOTAL                 | 2               |                |                                  |                             |                               |                           |
| TYPE R        | SUBTOTAL                 | 11,492          | 11,000         | 7,055                            | 8,000                       | 8,000                         | 8,000                     |
| CHARACTER :10 | PERSONAL SERVICE         |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME       | 555,563         | 540,641        | 306,245                          | 560,315                     | 525,258                       | 525,258                   |
| 1500          | SALARIES PART-TIME       | 109,984         | 106,199        | 75,431                           | 109,380                     | 109,380                       | 109,380                   |
| 1600          | SALARIES TEMPORARY       | 48,542          | 50,744         | 33,293                           | 49,670                      | 49,670                        | 49,670                    |
| 1700          | SALARIES OVERTIME        | 4,945           | 5,637          | 1,871                            | 5,499                       | 5,499                         | 5,499                     |
| 1930          | STAND-BY PAY             | 33              |                |                                  |                             |                               |                           |
| 1940          | OTHER PERSONNEL SERVICES | 275             | 350            | 158                              | 350                         | 350                           | 350                       |
| CHARACTER 10  | SUBTOTAL                 | 719,342         | 703,571        | 416,998                          | 725,214                     | 690,157                       | 690,157                   |

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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                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :20 | EQUIPMENT AND CAPITAL OUTLAY       |                 |                |                                  |                             |                               |                           |
| 2120          | OFFICE FURNITURE                   | -----           | 650            | -----                            | 289                         | 289                           | 289                       |
| CHARACTER 20  | SUBTOTAL                           |                 | 650            |                                  | 289                         | 289                           | 289                       |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS            | 110             | 400            | 75                               | 400                         | 400                           | 400                       |
| 4319          | OFFICE SUPPLIES                    | 1,314           | 1,200          | 646                              | 1,200                       | 1,200                         | 1,200                     |
| 4331          | FOOD AND BEVERAGES                 | 1,309           | 1,200          | 689                              | 1,635                       | 1,635                         | 1,635                     |
| 4346          | TRAINING AND EDUCATIONAL SUPPLIES  | 106             |                |                                  |                             |                               |                           |
| 4349          | MISC OPERATIONAL SUPPLIES          | 36              |                |                                  |                             |                               |                           |
| 4357          | RECREATIONAL AND ACTIVITY SUPPLIES | 3,615           | 3,435          | 1,042                            | 3,000                       | 3,000                         | 3,000                     |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES     | 379             | 700            | 120                              | 700                         | 700                           | 700                       |
| 4411          | POSTAGE AND FREIGHT                | 43              |                | 4                                |                             |                               |                           |
| 4418          | DUES AND MEMBERSHIPS               | 546             | 490            | 246                              | 490                         | 490                           | 490                       |
| 4437          | RELIGIOUS EXPENSES                 | 3,000           | 3,000          | 2,000                            | 3,000                       | 3,000                         | 3,000                     |
| 4438          | RECREATIONAL AND ACTIVITY EXPENSES | 14,317          | 13,000         | 4,862                            | 16,267                      | 16,267                        | 16,267                    |
| 4442          | PHOTOGRAPHIC EXPENSES              | 63              | 150            | 23                               | 150                         | 150                           | 150                       |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 31              |                |                                  |                             |                               |                           |
| 4449          | OTHER OPERATIONAL EXPENSES         | 79              |                | 396                              | 450                         | 450                           | 450                       |
| 4453          | TRANSPORTATION SERVICES            | 712             | 1,000          | 564                              | 1,000                       | 1,000                         | 1,000                     |
| 4461          | MILEAGE AND PARKING-LOCAL          |                 | 50             |                                  | 50                          | 50                            | 50                        |
| 4462          | TRAVEL HOTEL AND MEALS             | 125             |                |                                  | 300                         | 300                           | 300                       |
| 4463          | EDUCATION AND TRAINING             | 1,674           | 1,900          | 1,610                            | 1,950                       | 1,950                         | 1,950                     |
| 4512          | OUTSIDE RENTALS-MACHINERY          | 6               | 50             | 23                               | 50                          | 50                            | 50                        |
| 4747          | OTHER FEES FOR SERVICES            | 4,525           | 5,000          | 2,607                            | 5,000                       | 5,000                         | 5,000                     |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        | 32              |                | 8                                |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                           | 32,022          | 31,575         | 14,915                           | 35,642                      | 35,642                        | 35,642                    |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :34 SOCIAL PROGRAMS

| SUBJECT       | SUBJECT TITLE            | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES      |                 |                |                                  |                             |                               |                           |
| 4625          | FOOD SERVICE CHARGEBACKS | 34              |                | 7                                | 75                          | 75                            | 75                        |
| CHARACTER 41  | SUBTOTAL                 | 34              |                | 7                                | 75                          | 75                            | 75                        |
| CHARACTER :80 | EMPLOYEE BENEFITS        |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT         | 55,875          | 73,875         | 30,776                           | 69,611                      | 65,720                        | 65,720                    |
| 8030          | SOCIAL SECURITY          | 52,407          | 53,824         | 30,567                           | 55,656                      | 52,974                        | 52,974                    |
| 8040          | WORKERS COMPENSATION     | 6,492           | 6,554          | 5,185                            | 6,792                       | 6,792                         | 6,792                     |
| 8050          | LIFE INSURANCE           | 361             | 792            | 232                              | 627                         | 608                           | 608                       |
| 8060          | HEALTH INSURANCE         | 221,913         | 180,518        | 96,198                           | 164,246                     | 158,443                       | 158,443                   |
| 8062          | RETIREE HEALTH INSURANCE |                 | 66,712         | 40,925                           | 70,027                      | 70,027                        | 70,027                    |
| 8063          | DISABILITY INSURANCE     | 2,188           | 3,720          | 1,320                            | 2,064                       | 2,064                         | 2,064                     |
| 8070          | UNEMPLOYMENT INSURANCE   | 8,532           |                | 194                              |                             |                               |                           |
| CHARACTER 80  | SUBTOTAL                 | 347,768         | 385,995        | 205,397                          | 369,023                     | 356,628                       | 356,628                   |
| TYPE X        | SUBTOTAL                 | 1,099,166       | 1,121,791      | 637,317                          | 1,130,243                   | 1,082,791                     | 1,082,791                 |
| DIVISION 34   | SUBTOTAL                 | -1,087,674      | -1,110,791     | -630,262                         | -1,122,243                  | -1,074,791                    | -1,074,791                |

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

### **Ancillaries - 35**

#### **MISSION STATEMENT**

Ancillary Programs provide an array of required rehabilitation services designed to assist residents in maintaining optimal levels of activities of daily living.

#### **DESCRIPTION**

The **Physical Therapy** unit provides evaluations and treatments that are designed to restore and maintain the physical functions that have been lost or impaired, such as the ability to walk or stand. Techniques used include gait and balance training, manual skills, and therapeutic exercise.

The **Occupational Therapy** unit provides treatment and training programs that are designed to restore and maintain the resident's ability to function independently. These abilities include activities of daily living, eye-hand coordination, strength and tolerance, and range of motion. Treatments include the use of assistive and adaptive devices, orthotic and prosthetic devices, positioning, sensory stimulation, reality orientation, exercises, and therapeutic activities.

The **Speech and Hearing** unit offers evaluations of hearing, hearing aids, speech, language, voice, and rhythm disorders. Therapy may be recommended to improve communication of speech and language or to provide an alternative means of communication. In-services are provided by a licensed audiologist or licensed speech-language pathologist.

The facility contracts with a consultant Pharmacist for a policy review, resident drug review, survey of stock drugs, and handling of controlled drugs. A pharmacy provides all the necessary medications for each resident on a unit dose basis.

A part-time Dentist is under contract to provide dental care to the residents and in-service to the staff. A full dental office is maintained at Willow Point.

#### **2010 OBJECTIVES**

- Continue to proactively address the needs of the resident population to post maximum functional recovery and optimal reimbursement under Medicare and Medicaid.
- Operate efficiently within budget allowance to meet equipment needs as well as to identify systems that lead to equipment loss.

#### **2010 BUDGET HIGHLIGHTS**

- Continuing the development of rehabilitation services to meet the needs of the changing resident population.

16 0226 **WILLOW POINT NURSING HOME/Ancillaries**  
0234

| <u>Title of Position</u>              | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Adopted<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---------------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>               |                   |                         |  |                           |                             |                         |
| Director of Rehabilitation Services   | 28 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Physical Therapist                    | 25 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Occupational Therapist                | 24 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Occupational Therapy Assistant (COTA) | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Physical Therapy Assistant            | 13 CSEA           | 2                       | 3  | 4                         | 4                           | 4                       |
| Physical Therapy Aide                 | 7 CSEA            | <u>2</u>                | <u>3</u>   | <u>3</u>                  | <u>3</u>                    | <u>3</u>                |
| <b>Total Full-Time Positions</b>      |                   | <b>8</b>                | <b>10</b>  | <b>11</b>                 | <b>11</b>                   | <b>11</b>               |
| <b><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>11</b>                 | <b>11</b>                   | <b>11</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                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 253             |                |                                  |                             |                               |                           |
| 0216          | GIFTS AND DONATIONS                 | 5               |                |                                  |                             |                               |                           |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                            | 258             |                |                                  |                             |                               |                           |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                            | 258             |                |                                  |                             |                               |                           |
| CHARACTER :10 | PERSONAL SERVICE                    |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                  | 386,494         | 429,235        | 225,565                          | 508,878                     | 508,878                       | 508,878                   |
| 1600          | SALARIES TEMPORARY                  | 353             |                | 12,076                           |                             |                               |                           |
| 1700          | SALARIES OVERTIME                   | 7,325           | 10,500         | 4,592                            | 2,892                       | 2,892                         | 2,892                     |
| 1940          | OTHER PERSONNEL SERVICES            | 1,150           | 1,400          | 1,600                            | 1,400                       | 1,400                         | 1,400                     |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                            | 395,322         | 441,135        | 243,833                          | 513,170                     | 513,170                       | 513,170                   |
| CHARACTER :20 | EQUIPMENT AND CAPITAL OUTLAY        |                 |                |                                  |                             |                               |                           |
| 2620          | HOSPITAL MEDICAL AND LAB EQUIPMENT  |                 | 32,300         | 17,944                           | 31,975                      | 31,975                        | 31,975                    |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 20  | SUBTOTAL                            |                 | 32,300         | 17,944                           | 31,975                      | 31,975                        | 31,975                    |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :35 ANCILLARIES

| SUBJECT       | SUBJECT TITLE                     | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-----------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES          |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS           | 180             |                |                                  | 100                         | 100                           | 100                       |
| 4319          | OFFICE SUPPLIES                   | 392             | 500            | 95                               | 500                         | 500                           | 500                       |
| 4349          | MISC OPERATIONAL SUPPLIES         | 25              |                |                                  |                             |                               |                           |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES    | 76              |                |                                  | 100                         | 100                           | 100                       |
| 4363          | MEDICAL LAB & CLINIC SUPPLIES     | 78,347          | 85,350         | 34,114                           | 90,050                      | 90,050                        | 90,050                    |
| 4367          | UNIT DOSAGE SNF                   | 506,137         | 561,000        | 319,997                          | 545,000                     | 545,000                       | 545,000                   |
| 4411          | POSTAGE AND FREIGHT               | 104             | 400            | 25                               | 800                         | 800                           | 800                       |
| 4419          | GENERAL OFFICE EXPENSES           | 444             | 444            | 455                              | 470                         | 470                           | 470                       |
| 4434          | MEDICAL HOSPITAL AND LAB EXPENSES | 1,899           | 4,600          | 1,521                            | 4,600                       | 4,600                         | 4,600                     |
| 4463          | EDUCATION AND TRAINING            | 796             |                |                                  | 1,500                       | 1,500                         | 1,500                     |
| 4512          | OUTSIDE RENTALS-MACHINERY         | 24,197          | 24,500         | 13,559                           | 15,000                      | 15,000                        | 15,000                    |
| 4703          | LAB SERVICES                      | 46,155          | 51,150         | 19,539                           | 48,000                      | 48,000                        | 48,000                    |
| 4706          | REHAB AND THERAPY SERVICES        | 104,467         | 71,100         | 94,135                           | 77,500                      | 77,500                        | 77,500                    |
| 4712          | PHYSICIAN SERVICES                | 60,760          | 65,200         | 42,128                           | 65,200                      | 65,200                        | 65,200                    |
| 4715          | OTHER HEALTH AND MEDICAL SERVICES | 3,559           | 7,500          | 1,025                            | 7,500                       | 7,500                         | 7,500                     |
| 4747          | OTHER FEES FOR SERVICES           | 57,891          | 82,700         | 31,535                           | 80,891                      | 80,891                        | 80,891                    |
| 4768          | LOSS ON DISPOSITION OF ASSETS     | 3,257           |                |                                  |                             |                               |                           |
| 4901          | DAY TRIP MEAL REIMBURSEMENT       |                 |                |                                  | 100                         | 100                           | 100                       |
| CHARACTER 40  | SUBTOTAL                          | 888,686         | 954,444        | 558,128                          | 937,311                     | 937,311                       | 937,311                   |
| CHARACTER :41 | CHARGEBACK EXPENSES               |                 |                |                                  |                             |                               |                           |
| 4625          | FOOD SERVICE CHARGEBACKS          |                 |                | 68                               |                             |                               |                           |
| CHARACTER 41  | SUBTOTAL                          |                 |                | 68                               |                             |                               |                           |



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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            | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :80 | EMPLOYEE BENEFITS        |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT         | 33,012          | 48,420         | 20,743                           | 56,891                      | 56,891                        | 56,891                    |
| 8030          | SOCIAL SECURITY          | 28,550          | 35,276         | 17,328                           | 38,937                      | 38,937                        | 38,937                    |
| 8040          | WORKERS COMPENSATION     | 2,891           | 2,200          | 1,721                            | 2,280                       | 2,280                         | 2,280                     |
| 8050          | LIFE INSURANCE           | 143             | 216            | 110                              | 209                         | 209                           | 209                       |
| 8060          | HEALTH INSURANCE         | 138,530         | 109,856        | 62,243                           | 136,097                     | 136,097                       | 136,097                   |
| 8062          | RETIREE HEALTH INSURANCE |                 | 66,369         | 42,290                           | 69,001                      | 69,001                        | 69,001                    |
| 8063          | DISABILITY INSURANCE     | 861             | 960            | 644                              | 1,290                       | 1,290                         | 1,290                     |
|               |                          | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                 | 203,987         | 263,297        | 145,079                          | 304,705                     | 304,705                       | 304,705                   |
|               |                          | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                 | 1,487,995       | 1,691,176      | 965,052                          | 1,787,161                   | 1,787,161                     | 1,787,161                 |
|               |                          | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DIVISION 35   | SUBTOTAL                 | -1,487,737      | -1,691,176     | -965,052                         | -1,787,161                  | -1,787,161                    | -1,787,161                |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :36 DEBT SERVICE

| SUBJECT               | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|-----------------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07         | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0217                  | PREMIUM & ACCRUED INT ON OBLIGATION | 18,041          |                | 9,096                            |                             |                               |                           |
| CHARACTER 07 SUBTOTAL |                                     | 18,041          |                | 9,096                            |                             |                               |                           |
| TYPE R SUBTOTAL       |                                     | 18,041          |                | 9,096                            |                             |                               |                           |
| CHARACTER :60         | PRINCIPAL ON INDEBTEDNESS           |                 |                |                                  |                             |                               |                           |
| 6000                  | PRINCIPAL ON SERIAL BONDS           |                 | 135,719        |                                  | 141,294                     | 141,294                       | 141,294                   |
| 6001                  | PRINCIPAL ON BANS                   |                 | 165,500        |                                  | 226,786                     | 226,786                       | 226,786                   |
| CHARACTER 60 SUBTOTAL |                                     |                 | 301,219        |                                  | 368,080                     | 368,080                       | 368,080                   |
| CHARACTER :70         | INTEREST ON INDEBTEDNESS            |                 |                |                                  |                             |                               |                           |
| 7000                  | INTEREST ON SERIAL BONDS            | 63,787          | 60,033         | 15,549                           | 54,811                      | 54,811                        | 54,811                    |
| 7001                  | INTEREST ON BANS                    | 38,252          | 40,767         | 11,839                           | 34,840                      | 34,840                        | 34,840                    |
| CHARACTER 70 SUBTOTAL |                                     | 102,039         | 100,800        | 27,388                           | 89,651                      | 89,651                        | 89,651                    |
| TYPE X SUBTOTAL       |                                     | 102,039         | 402,019        | 27,388                           | 457,731                     | 457,731                       | 457,731                   |
| DIVISION 36 SUBTOTAL  |                                     | -83,998         | -402,019       | -18,292                          | -457,731                    | -457,731                      | -457,731                  |

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

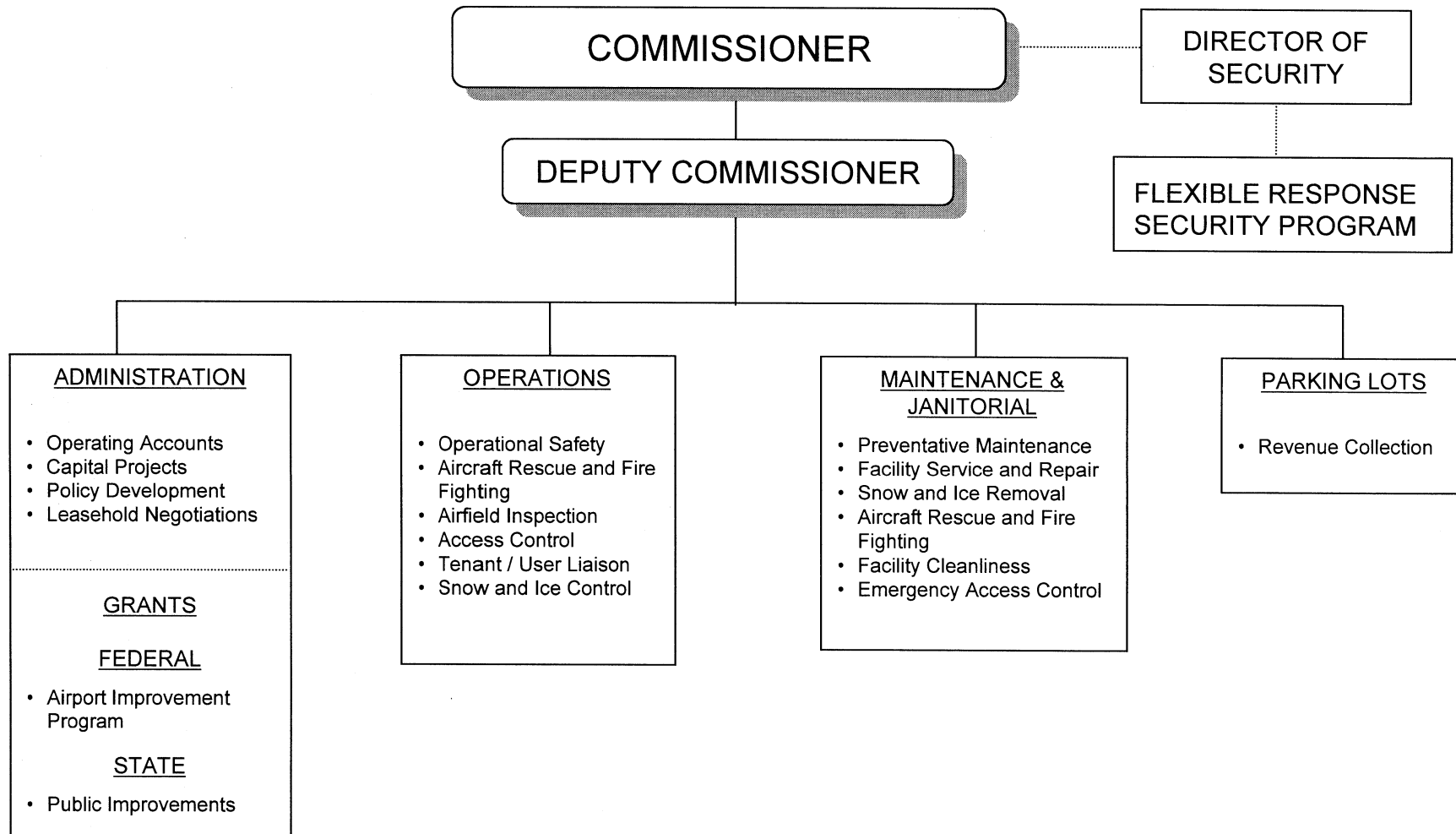
SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :38 INTERGOVERNMENTAL TRANSFER

| SUBJECT       | SUBJECT TITLE           | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES |                 |                |                                  |                             |                               |                           |
| 0625          | IGT REVENUE             | 2,845,118       |                | 8,189,778                        | 3,788,829                   | 6,388,829                     | 6,388,829                 |
| CHARACTER 07  | SUBTOTAL                | 2,845,118       |                | 8,189,778                        | 3,788,829                   | 6,388,829                     | 6,388,829                 |
| TYPE R        | SUBTOTAL                | 2,845,118       |                | 8,189,778                        | 3,788,829                   | 6,388,829                     | 6,388,829                 |
| DIVISION 38   | SUBTOTAL                | 2,845,118       |                | 8,189,778                        | 3,788,829                   | 6,388,829                     | 6,388,829                 |
| DEPARTMENT 16 | SUBTOTAL                | 1,417,113       |                | 8,185,297                        | -2,942,809                  | 161,894                       | 161,894                   |
| SUBFUND 204   | SUBTOTAL                | 1,417,113       |                | 8,185,297                        | -2,942,809                  | 161,894                       | 161,894                   |

## TRANSPORTATION

| <b><u>DEPARTMENT/DIVISION</u></b> | <b><u>PAGE</u></b> |
|-----------------------------------|--------------------|
| Aviation                          | 302                |
| Highways                          |                    |
| County Roads                      | 310                |
| Road Machinery                    | 318                |
| Public Transportation (Transit)   | 322                |

# AVIATION



## **AVIATION - 21**

### **MISSION STATEMENT**

To provide the citizens of Broome County and Greater Binghamton with safe, clean, and efficient travel facilities, to serve as an economic development resource to the region and to provide services responsive to the needs of our community.

### **DESCRIPTION**

The operation of the airport is provided for in Article X of the Broome County Charter. The airport is regulated by the Federal Aviation Administration and the Transportation Security Administration under Title 14 of the code of Federal Regulations, as well as various other state and federal authorities involving safety, environmental, and funding concerns.

The Department maintains two intersecting runways, twelve taxiways, three aircraft aprons, and all required lighting/signage. The department also maintains; a 74,000 square foot passenger terminal, three large aircraft hangars, 15 T-hangars, a 7,500 square foot aircraft/rescue/fire-fighting facility, a 24,000 square foot maintenance building, and a 70,000 gallon fuel farm. Additionally the department is responsible for the roadway serving the facility, water /sewer services, and a 900 space public, car rental, and employee parking lot.

Three (3) airlines (Delta Connection/Northwest Airlink, United Express, and US Airways Express) currently provide service at the airport and their activities are complimented by a United States Customs Office, FAA Air Traffic and Facilities Office, a Transportation Security Administration Office, a Civil Air Patrol office, three car rental agencies, a restaurant, ground transportation services, National Weather Service Office, Atlantic Aviation - a

provider of general/business aviation services, and Lockheed Martin Systems Integration.

### **2010 OBJECTIVES**

- To meet and maintain our high standards of providing a safe, secure and efficient air transportation facility;
- To complete the rehabilitation of the Engineered Material Arresting System found at the approach end of runway 16;
- To expand the usefulness of the airport to the community by preparing designated airport property for aeronautical and non-aeronautical business development. We shall also aggressively pursue new airport tenants to ensure long term airport budget stability and affordable operating rates for the airport users;
- To maintain and build upon the current level of commercial air service and passenger traffic through air service/airport marketing campaigns to ensure that the services provided at our facility meet the needs of the community and promote the use of the Greater Binghamton Airport;
- To increase the economic competitiveness of our operation by implementing a natural resource utilization program to prepare operationally for the changes in the aviation industry that lie ahead.

### **2010 BUDGET HIGHLIGHTS**

- Continued funding of appropriations for airport marketing and air service development activities;
- As a result of finding an alternative revenue source to pay for crack sealing and pavement markings, and other pavement repair work, these expenses have been removed from this 2010 Operating Budget proposal resulting in cost savings;
- Revenue included in the 2010 budget involving land & natural resources development leases.

## 21 0203 AVIATION

| <u>Title of Position</u>              | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---------------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>               |                   |                         |  |                           |                             |                         |
| Commissioner of Aviation              | H Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Deputy Commissioner of Aviation       | E Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Airport Operations Supervisor         | 20 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Accountant                     | 18 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Airport Maintenance Supervisor        | 16 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Airport Parking Manager               | 9 BAPA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Airport Operations Specialist/Trainee | 15/14 CSEA        | 7                       | 6  | 6                         | 6                           | 5                       |
| Airport Equipment Mechanic            | 14 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary (40)                        | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Airport Maintenance Mechanic          | 11 CSEA           | 5                       | 4  | 4                         | 4                           | 5                       |
| Airport Custodial Worker              | 7 CSEA            | <u>4</u>                | <u>3</u>   | <u>3</u>                  | <u>3</u>                    | <u>3</u>                |
| <b>Total Full-Time Positions</b>      |                   | <b>24</b>               | <b>21</b>  | <b>21</b>                 | <b>21</b>                   | <b>21</b>               |
| <b><u>PART TIME</u></b>               |                   |                         |  |                           |                             |                         |
| Account Clerk                         | 7 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Airport Parking Attendant             | 6 CSEA            | <u>2</u>                | <u>2</u>   | <u>2</u>                  | <u>2</u>                    | <u>2</u>                |
| <b>Total Part-Time Positions</b>      |                   | <b>3</b>                | <b>3</b>   | <b>3</b>                  | <b>3</b>                    | <b>3</b>                |
| <b>TOTAL POSITIONS</b>                |                   | <b>27</b>               | <b>24</b>  | <b>24</b>                 | <b>24</b>                   | <b>24</b>               |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                |                |                                  |                             |                               |                           |
| 0093          | FARES & FEES                        | 119,564        | 164,900        | 106,672                          | 155,840                     | 155,840                       | 155,840                   |
| 0099          | RENTAL CAR CONCESSION FEES          | 476,061        | 504,700        | 315,238                          | 430,000                     | 445,000                       | 445,000                   |
| 0100          | RESTAURANT/LOUNGE CONCESSION FEES   | 737            | 2,500          |                                  | 2,060                       | 2,060                         | 2,060                     |
| 0102          | GROUND TRANSPORT CONCESSION FEES    | 12,075         | 13,000         | 8,150                            | 12,200                      | 12,200                        | 12,200                    |
| 0103          | ADVERTISING FEES                    | 45,648         | 40,000         | 21,658                           | 45,000                      | 45,000                        | 45,000                    |
| 0107          | SPACE RENTAL-AIRLINES               | 995,397        | 965,685        | 619,023                          | 928,537                     | 928,537                       | 928,537                   |
| 0108          | SPACE RENTAL-OTHER                  | 210,905        | 221,500        | 142,895                          | 215,699                     | 215,699                       | 215,699                   |
| 0110          | MISC TERMINAL AREA INCOME           | 5,813          | 4,380          | 2,189                            | 4,380                       | 4,380                         | 4,380                     |
| 0111          | LANDING FEES - SIGNATORY            | 263,445        | 278,880        | 156,979                          | 276,575                     | 276,575                       | 276,575                   |
| 0112          | LANDING FEES - NON-SIGNATORY        | 38,169         | 36,000         | 16,742                           | 30,000                      | 30,000                        | 30,000                    |
| 0114          | FUEL FLOWAGE FEE                    | 27,876         | 25,000         | 18,752                           | 25,000                      | 25,000                        | 25,000                    |
| 0116          | HANGAR RENTAL                       | 320,924        | 333,375        | 215,896                          | 330,330                     | 330,330                       | 330,330                   |
| 0117          | HANGAR TAX REIMBURSEMENT            | 70,527         | 73,700         | 20,190                           | 76,200                      | 76,200                        | 76,200                    |
| 0119          | AIRCRAFT T-HANGAR RENTAL            | 24,450         | 23,400         | 13,950                           | 21,600                      | 21,600                        | 21,600                    |
| 0120          | FREIGHT BLDG RENTAL                 | 10,960         | 565            | 2,920                            | 598                         | 598                           | 598                       |
| 0122          | SERVICE CTR/STORAGE/WASH RACK       | 24,021         | 24,960         | 16,131                           | 24,687                      | 24,687                        | 24,687                    |
| 0127          | OTHER CHARGES                       | 3,033          | 4,400          | 1,202                            | 503,000                     | 503,000                       | 503,000                   |
| 0484          | FACILITY RENTALS                    | 3,900          | 4,800          | 3,280                            | 4,920                       | 4,920                         | 4,920                     |
| 0485          | GROUND RENTALS                      | 25,795         | 27,000         | 17,325                           | 26,000                      | 26,000                        | 26,000                    |
| 0487          | PARKING OPER CONCESSIONS            | 813,084        | 785,000        | 501,756                          | 750,000                     | 765,000                       | 765,000                   |
| 0492          | MISC ADMIN AND OTHER INCOME         | 3,465          | 2,400          | 1,288                            | 2,300                       | 2,300                         | 2,300                     |
| CHARACTER 02  | SUBTOTAL                            | 3,495,849      | 3,536,145      | 2,202,236                        | 3,864,926                   | 3,894,926                     | 3,894,926                 |
| CHARACTER :03 | USE OF MONEY AND PROPERTY           |                |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS               | 8,952          | 10,000         | 879                              | 6,500                       | 6,500                         | 6,500                     |
| 0187          | RENTAL OF REAL PROPERTY INDIVIDUALS | 36,508         | 37,200         | 24,512                           | 37,120                      | 37,120                        | 37,120                    |
| 0196          | VENDING MACHINE                     | 3,068          | 2,700          | 1,309                            | 2,000                       | 2,000                         | 2,000                     |
| CHARACTER 03  | SUBTOTAL                            | 48,528         | 49,900         | 26,700                           | 45,620                      | 45,620                        | 45,620                    |



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                |                |                                  |                             |                               |                           |
| 0207          | MINOR SALES OTHER                   | 200            |                |                                  |                             |                               |                           |
| 0213          | SALE OF EQUIPMENT                   | 211            |                |                                  |                             |                               |                           |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 06  | SUBTOTAL                            | 411            |                |                                  |                             |                               |                           |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 1,563          |                | 308                              |                             |                               |                           |
| 0217          | PREMIUM & ACCRUED INT ON OBLIGATION | 15,800         |                | 10,715                           |                             |                               |                           |
| 0229          | TRANSFER FROM INSURANCE RESERVE     | 54,435         |                | 3,837                            |                             |                               |                           |
| 0233          | EARNINGS ON TEMPORARY INVESTMENTS   | 8,859          |                |                                  |                             |                               |                           |
| 0623          | PASSENGER FACILITIES CHARGES        | 414,876        | 12,223         |                                  | 12,447                      | 12,447                        | 12,447                    |
| 0638          | CAPITAL CONTRIBUTIONS               | 6,146,532      |                |                                  |                             |                               |                           |
| 0659          | CONSOLIDATED FACILITIES CHARGES     | 27,391         | 21,061         | 21,061                           | 21,061                      | 21,061                        | 21,061                    |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                            | 6,669,456      | 33,284         | 35,921                           | 33,508                      | 33,508                        | 33,508                    |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                            | 10,214,244     | 3,619,329      | 2,264,857                        | 3,944,054                   | 3,974,054                     | 3,974,054                 |
| CHARACTER :10 | PERSONAL SERVICE                    |                |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                  | 1,006,145      | 948,408        | 518,109                          | 961,490                     | 961,490                       | 961,490                   |
| 1500          | SALARIES PART-TIME                  | 62,028         | 63,398         | 41,053                           | 66,169                      | 66,169                        | 66,169                    |
| 1600          | SALARIES TEMPORARY                  | 51,473         | 48,800         | 43,195                           | 39,862                      | 37,512                        | 37,512                    |
| 1700          | SALARIES OVERTIME                   | 161,259        | 129,000        | 82,696                           | 133,314                     | 133,314                       | 133,314                   |
| 1900          | SALARIES SHIFT DIFFERENTIAL         | 6,424          | 6,600          | 4,469                            | 6,600                       | 6,600                         | 6,600                     |
| 1930          | STAND-BY PAY                        | 8,905          | 12,400         | 8,345                            | 21,330                      | 21,330                        | 21,330                    |
| 1960          | DISCRETIONARY SALARY SAVINGS        |                | -26,000        |                                  | -10,000                     | -10,000                       | -10,000                   |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                            | 1,296,234      | 1,182,606      | 697,867                          | 1,218,765                   | 1,216,415                     | 1,216,415                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                |                |                                  |                             |                               |                           |
| 4302          | MAT & SUPPLIES-PAINT               | 6,049          |                |                                  |                             |                               |                           |
| 4305          | SNOW REMOVAL MATERIALS & SUPPLIES  | 108,609        | 76,300         | 54,396                           | 89,300                      | 89,300                        | 89,300                    |
| 4311          | BOOKS AND SUBSCRIPTIONS            | 2,233          | 650            | 4,000                            | 4,050                       | 4,050                         | 4,050                     |
| 4319          | OFFICE SUPPLIES                    | 4,321          | 3,500          | 2,277                            | 3,700                       | 3,700                         | 3,700                     |
| 4323          | BLDG MAINTENANCE SUPPLIES          | 30,738         | 27,820         | 18,602                           | 29,400                      | 29,400                        | 29,400                    |
| 4326          | FUEL AND HEATING SUPPLIES          | 202,258        | 286,400        | 54,597                           | 227,600                     | 216,600                       | 216,600                   |
| 4329          | BLDG AND GROUNDS SUPPLIES          | 39,625         | 25,940         | 14,179                           | 21,300                      | 21,300                        | 21,300                    |
| 4331          | FOOD AND BEVERAGES                 | 758            | 50             | 145                              | 50                          | 50                            | 50                        |
| 4341          | MOTOR EQUIPMENT SUPPLIES           | 25,477         | 37,420         | 12,975                           | 31,200                      | 31,200                        | 31,200                    |
| 4347          | GAS OIL GREASE AND DIESEL FUEL     | 61,253         | 88,050         | 13,724                           | 60,500                      | 60,500                        | 60,500                    |
| 4348          | TIRES AND TUBES                    | 2,647          | 5,000          | 2,065                            | 2,000                       | 2,000                         | 2,000                     |
| 4349          | MISC OPERATIONAL SUPPLIES          | 11,929         | 11,404         | 6,104                            | 14,600                      | 14,600                        | 14,600                    |
| 4356          | UNIFORMS                           | 6,559          | 6,036          | 3,394                            | 6,500                       | 6,500                         | 6,500                     |
| 4358          | SAFETY SUPPLIES                    | 1,092          | 1,520          | 189                              | 600                         | 600                           | 600                       |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES     | 4,643          | 5,000          | 4,941                            | 6,000                       | 6,000                         | 6,000                     |
| 4411          | POSTAGE AND FREIGHT                | 1,952          | 500            | 820                              | 600                         | 600                           | 600                       |
| 4412          | TELEPHONE                          | 1,495          | 1,860          | 658                              | 1,800                       | 1,800                         | 1,800                     |
| 4418          | DUES AND MEMBERSHIPS               | 2,737          | 2,575          | 1,060                            | 2,680                       | 2,680                         | 2,680                     |
| 4422          | BUILDING AND LAND RENTAL           | 130,866        | 130,860        | 87,244                           | 130,866                     | 130,866                       | 130,866                   |
| 4423          | BLDG GROUNDS AND EQUIP REPAIR      | 20,988         | 10,425         | 5,866                            | 13,700                      | 13,700                        | 13,700                    |
| 4425          | WATER AND SEWAGE CHARGES           | 47,454         | 44,720         | 9,859                            | 48,880                      | 48,880                        | 48,880                    |
| 4426          | HEATING AND AIR COND PLANT EXP     | 5,024          | 5,225          | 3,768                            | 5,175                       | 5,175                         | 5,175                     |
| 4427          | ELECTRIC CURRENT                   | 302,204        | 334,850        | 183,879                          | 349,860                     | 332,660                       | 332,660                   |
| 4428          | TAXES                              | 100,754        | 105,180        | 28,842                           | 108,600                     | 108,600                       | 108,600                   |
| 4429          | BUILDING AND GROUNDS EXPENSES      | 28,989         | 34,338         | 14,484                           | 41,800                      | 41,800                        | 41,800                    |
| 4441          | MOTOR EQUIP REPAIRS AND MAINT      | 8,356          | 2,500          | 548                              | 2,100                       | 2,100                         | 2,100                     |
| 4446          | LONG TERM MAINT & CLOSURE COSTS    |                |                | 650                              |                             |                               |                           |
| 4447          | OPERATIONAL EQUIPMENT REPAIRS      | 3,401          | 5,000          | 945                              | 5,000                       | 5,000                         | 5,000                     |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 110,112        | 110,000        | 81,528                           | 80,000                      | 80,000                        | 80,000                    |
| 4449          | OTHER OPERATIONAL EXPENSES         | 28,678         | 41,740         | 65,808                           | 97,200                      | 97,200                        | 97,200                    |
| 4457          | SUBCONTRACTED PROGRAM EXPENSE      | 131,593        | 140,600        | 94,426                           | 133,700                     | 133,700                       | 133,700                   |
| 4458          | OTHER PROGRAM EXPENSE              | 43,600         | 24,000         |                                  | 21,840                      | 21,840                        | 21,840                    |
| 4461          | MILEAGE AND PARKING-LOCAL          | 83             |                | 339                              |                             |                               |                           |
| 4462          | TRAVEL HOTEL AND MEALS             | 7,322          | 6,000          | 4,937                            | 6,800                       | 6,800                         | 6,800                     |
| 4463          | EDUCATION AND TRAINING             | 7,605          | 5,800          | 6,524                            | 9,200                       | 9,200                         | 9,200                     |
| 4465          | NON-EMPLOYEE TRAVEL HOTEL & MEALS  |                |                | 6,891                            |                             |                               |                           |
| 4466          | ADVISORY BD/TRUSTEES EXPENSES      | 1,466          | 1,500          | 705                              | 1,500                       | 1,500                         | 1,500                     |
| 4518          | COPYING MACHINE RENTALS            | 420            | 2,000          | 1,080                            | 2,000                       | 2,000                         | 2,000                     |
| 4520          | PROPERTY LOSS                      | 53,062         |                | 3,374                            |                             |                               |                           |
| 4523          | INSURANCE CLAIMS                   |                |                | 1,682                            |                             |                               |                           |
| 4723          | BOND AND NOTE ISSUE EXPENSE        | 107            |                |                                  |                             |                               |                           |
| 4725          | OTHER FINANCIAL SERVICES           | 10,460         | 10,300         | 7,043                            | 9,375                       | 9,375                         | 9,375                     |
| 4747          | OTHER FEES FOR SERVICES            | 112,625        |                |                                  |                             |                               |                           |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES            |                |                |                                  |                             |                               |                           |
| 4750          | BAD DEBT EXPENSE                    | 41,210         |                |                                  |                             |                               |                           |
| 4901          | DAY TRIP MEAL REIMBURSEMENT         | 272            |                | 60                               |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                            | 1,711,026      | 1,595,063      | 804,608                          | 1,569,476                   | 1,541,276                     | 1,541,276                 |
| CHARACTER :41 | CHARGEBACK EXPENSES                 |                |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK        | 130,718        | 106,293        | 106,293                          | 131,965                     | 131,965                       | 131,965                   |
| 4604          | DPW SECURITY CHARGEBACKS            | 69,994         | 72,838         | 36,192                           | 74,702                      | 74,702                        | 74,702                    |
| 4614          | OTHER CHARGEBACK EXPENSES           | 2,090          |                | 830                              |                             |                               |                           |
| 4619          | BUILDING SERVICE CHARGEBACK         | 7,911          |                |                                  |                             |                               |                           |
| 4626          | TRANSPORTATION SERVICES CHARGEBACKS | 13,154         | 3,954          |                                  |                             |                               |                           |
| CHARACTER 41  | SUBTOTAL                            | 223,867        | 183,085        | 143,315                          | 206,667                     | 206,667                       | 206,667                   |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS           |                |                |                                  |                             |                               |                           |
| 6000          | PRINCIPAL ON SERIAL BONDS           |                | 70,586         |                                  | 73,146                      | 73,146                        | 73,146                    |
| 6001          | PRINCIPAL ON BANS                   |                | 60,096         |                                  | 133,645                     | 133,645                       | 133,645                   |
| 6007          | PRINCIPAL ON COMPONENT UNIT LOAN    |                | 33,266         | 14,704                           | 23,109                      | 23,109                        | 23,109                    |
| CHARACTER 60  | SUBTOTAL                            |                | 163,948        | 14,704                           | 229,900                     | 229,900                       | 229,900                   |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS            |                |                |                                  |                             |                               |                           |
| 7000          | INTEREST ON SERIAL BONDS            | 14,632         | 27,767         | 8,077                            | 24,958                      | 24,958                        | 24,958                    |
| 7001          | INTEREST ON BANS                    |                | 35,083         | 10,188                           | 41,044                      | 41,044                        | 41,044                    |
| 7005          | INTEREST ON CAPITAL LEASE           | 94             |                |                                  |                             |                               |                           |
| 7007          | INTEREST ON ON COMPONENT UNIT LOAN  | 3,903          | 5,232          | 2,121                            | 2,129                       | 2,129                         | 2,129                     |
| CHARACTER 70  | SUBTOTAL                            | 18,629         | 68,082         | 20,386                           | 68,131                      | 68,131                        | 68,131                    |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

| SUBJECT       | SUBJECT TITLE            | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :80 | EMPLOYEE BENEFITS        |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT         | 103,591        | 116,586        | 58,947                           | 129,529                     | 129,529                       | 129,529                   |
| 8030          | SOCIAL SECURITY          | 95,099         | 90,468         | 51,175                           | 94,218                      | 94,038                        | 94,038                    |
| 8040          | WORKERS COMPENSATION     | 25,020         | 24,654         | 24,654                           | 24,145                      | 24,145                        | 24,145                    |
| 8050          | LIFE INSURANCE           | 478            | 576            | 298                              | 456                         | 456                           | 456                       |
| 8060          | HEALTH INSURANCE         | 348,116        | 241,180        | 146,641                          | 237,886                     | 237,886                       | 237,886                   |
| 8062          | RETIREE HEALTH INSURANCE |                | 126,969        | 65,091                           | 137,943                     | 137,943                       | 137,943                   |
| 8063          | DISABILITY INSURANCE     | 2,586          | 2,160          | 1,545                            | 2,322                       | 2,322                         | 2,322                     |
| 8070          | UNEMPLOYMENT INSURANCE   |                |                | 2,298                            |                             |                               |                           |
| CHARACTER 80  | SUBTOTAL                 | 574,890        | 602,593        | 350,649                          | 626,499                     | 626,319                       | 626,319                   |
| TYPE X        | SUBTOTAL                 | 3,824,646      | 3,795,377      | 2,031,529                        | 3,919,438                   | 3,888,708                     | 3,888,708                 |
| DEPARTMENT 21 | SUBTOTAL                 | 6,389,598      | -176,048       | 233,328                          | 24,616                      | 85,346                        | 85,346                    |
| SUBFUND 207   | SUBTOTAL                 | 6,389,598      | -176,048       | 233,328                          | 24,616                      | 85,346                        | 85,346                    |

# HIGHWAYS

COMMISSIONER OF PUBLIC WORKS

DEPUTY COMMISSIONER  
OF HIGHWAYS

ROAD  
ADMINISTRATION

- Administration
- Interdepartmental Support
- Debt Service
- Administer Capital Improvement Program

MAINTENANCE

- Surface Treatment & Recycling
- Resurfacing
- Signage
- Painting, Striping, Repair & Maintenance of Roadways
- Bridge Repairs

SNOW REMOVAL

- Snow & Ice Removal Contract
- Administration

MAINTENANCE

- Repair and Maintain Equipment
- Administer Equipment Replacement Capital Program

## **PUBLIC WORKS – 03**

### **Highways – 11/County Roads**

#### **MISSION STATEMENT**

To provide a highway road system to move people and goods throughout the County, in a cost effective, efficient and professional manner, to enhance community growth, economic well-being and quality of life.

#### **DESCRIPTION**

Responsible for the maintenance and up-keep of 343.24 centerline miles of roads. The Highway Division is also responsible for maintaining 105 bridges with spans of twenty (20) feet or more, 130 culverts with diameters ranging from five (5) to twenty (20) feet and 3,500 culverts with diameters of five (5) feet or less. This involves the inspection and evaluation of County roads and bridges, and planning, reconstruction, repair, and maintenance projects.

The Highway Division is responsible for the administration, operation and maintenance of highway bridge and capital projects; this includes road widening and straightening, resurfacing and patching of existing County roads to ensure that maintenance is at required standards and safety levels. Emphasis is also placed on snow and ice control. In case of natural disasters, the division also assists other local municipalities with specialized equipment and expertise.

Revenues attributed to the operation of County Highway Division County Road fund are derived primarily from the sale of supplies such as road signs, sand/salt mix to other local governments, and highway work permit fees for work completed by utility companies and others in highway right-of-way. State Aid revenues fund the highway operating and capital aid under the State Consolidated Local Highway

Assistance Program (CHIPS). An interfund transfer from the general fund is received to balance the Highway Division County Road Fund.

#### **2010 OBJECTIVES**

- Continue to develop and implement an annual highway maintenance program that will ensure preservation of the existing system at an acceptable level of service and standard of construction and extend the useful life of the existing system.
- In-house design/construction/reconstruction of County highways, as required, utilizing County forces, to conform to acceptable standards of service and construction in accordance with American Association of State Highway and Transportation Officials (AASHTO) Geometric Design and NYSDOT Standard Specifications.
- Rehabilitation of guiderail system to NYSDOT Standards, 40,000 feet of various Broome County roads.
- Preserve the load capacity of County bridges and improve/replace unsafe or inadequate structures in accordance with American Association of State Highway and Transportation Officials (AASHTO) Geometric Design and NYSDOT Geometric Design Policy for Bridges.
- Rehabilitate and stabilize approximately two hundred (200) miles of highway shoulders annually.
- Resurface and/or provide surface treatment, truing, leveling and resurfacing to County highways as required, per industry standard and Broome County ten year policy. Approximately thirty five miles.
- Provide effective 24 hour a day snow and ice control for County roads during the winter season and maintain contracts with various towns for snowplowing and ice control per NYS 24 hour bare road policy.
- Develop a bridge cleaning and maintenance program for County bridges.

- Ensure that legible pavement markings are provided along County highways per the Manual of Uniform Traffic Control Devices.
- Ensure clear sight lines by cutting grass, trees and brush along approximately 700 miles of County right-of-way in accordance with Section 102 of NYS Highway Law.
- Review requests and issue permits for work within right-of-ways by utilities and contractors. This amounts to approximately 70 permits annually.

## 03 0122 PUBLIC WORKS/Highways/County Roads

| <u>Title of Position</u>                    | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>                     |                   |                         |  |                           |                             |                         |
| Deputy Commissioner of Public Works/Highway | F Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Management Associate                        | AFSCME            | 1                       | 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>61</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>61</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                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                 |                |                                  |                             |                               |                           |
| 0174          | SALE OF SUPPLIES TO OTHER GOVTS     | 7,120           | 4,500          |                                  | 3,480                       | 3,480                         | 3,480                     |
| 0537          | ROADWAY USE FEES                    | 5,510           | 11,000         | 6,008                            | 11,000                      | 11,000                        | 11,000                    |
| 0559          | OTHER DEPARTMENTAL CHARGEBACK       | 35,736          | 36,663         | 1,632                            | 37,677                      | 37,677                        | 37,677                    |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                            | 48,366          | 52,163         | 7,640                            | 52,157                      | 52,157                        | 52,157                    |
| CHARACTER :03 | USE OF MONEY AND PROPERTY           |                 |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS               | 70,742          | 70,000         | 9,324                            | 32,000                      | 32,000                        | 32,000                    |
| 0191          | RENTAL OF EQUIPMENT OTHER GOVTS     | 10,083          | 10,000         |                                  | 10,000                      | 10,000                        | 10,000                    |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 03  | SUBTOTAL                            | 80,825          | 80,000         | 9,324                            | 42,000                      | 42,000                        | 42,000                    |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                 |                |                                  |                             |                               |                           |
| 0211          | MINOR SALES - PUBLIC WORKS          | 3,425           |                | 215                              | 4,500                       | 4,500                         | 4,500                     |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 06  | SUBTOTAL                            | 3,425           |                | 215                              | 4,500                       | 4,500                         | 4,500                     |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 891             |                |                                  |                             |                               |                           |
| 0217          | PREMIUM & ACCRUED INT ON OBLIGATION | 245,061         |                | 93,046                           |                             |                               |                           |
| 0220          | UNCLASSIFIED REVENUES               | 1,500           |                |                                  |                             |                               |                           |
| 0227          | TRANSFER FROM GENERAL FUND          | 6,991,371       | 6,453,745      | 6,453,745                        | 6,617,677                   | 6,617,677                     | 6,617,677                 |
| 0229          | TRANSFER FROM INSURANCE RESERVE     | 6,071           |                | 13,955                           |                             |                               |                           |
| 0232          | UNUSED CAPITAL FUND                 | 1,475           |                |                                  |                             |                               |                           |
| 0233          | EARNINGS ON TEMPORARY INVESTMENTS   | 279,953         | 25,000         |                                  | 25,000                      | 25,000                        | 25,000                    |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                            | 7,526,322       | 6,478,745      | 6,560,746                        | 6,642,677                   | 6,642,677                     | 6,642,677                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :301 COUNTY ROAD OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :11 HIGHWAY

| SUBJECT                                | SUBJECT TITLE                     | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|-----------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :08 STATE AID                |                                   |                 |                |                                  |                             |                               |                           |
| 0294                                   | CONSOLIDATED HIGHWAY AID          | 1,931,383       | 1,895,284      | 1,489,770                        | 2,141,527                   | 2,141,527                     | 2,141,527                 |
| CHARACTER 08 SUBTOTAL                  |                                   | 1,931,383       | 1,895,284      | 1,489,770                        | 2,141,527                   | 2,141,527                     | 2,141,527                 |
| TYPE R SUBTOTAL                        |                                   | 9,590,321       | 8,506,192      | 8,067,695                        | 8,882,861                   | 8,882,861                     | 8,882,861                 |
| CHARACTER :10 PERSONAL SERVICE         |                                   |                 |                |                                  |                             |                               |                           |
| 1000                                   | SALARIES FULL-TIME                | 2,549,941       | 2,592,663      | 1,679,472                        | 2,685,400                   | 2,685,400                     | 2,685,400                 |
| 1600                                   | SALARIES TEMPORARY                | 16,976          | 26,100         | 27,777                           | 26,100                      | 26,100                        | 26,100                    |
| 1700                                   | SALARIES OVERTIME                 | 220,382         | 178,955        | 97,063                           | 178,955                     | 178,955                       | 178,955                   |
| 1900                                   | SALARIES SHIFT DIFFERENTIAL       | 9,919           | 9,828          | 1,832                            | 9,828                       | 9,828                         | 9,828                     |
| 1910                                   | OUT OF TITLE PAY                  | 34,292          | 16,000         | 14,768                           | 16,000                      | 16,000                        | 16,000                    |
| 1940                                   | OTHER PERSONNEL SERVICES          | 9,375           | 12,000         |                                  | 12,000                      | 12,000                        | 12,000                    |
| CHARACTER 10 SUBTOTAL                  |                                   | 2,840,885       | 2,835,546      | 1,820,912                        | 2,928,283                   | 2,928,283                     | 2,928,283                 |
| CHARACTER :40 CONTRACTUAL EXPENDITURES |                                   |                 |                |                                  |                             |                               |                           |
| 4300                                   | MAT & SUPPLIES-SURFACE TREAT      | 423,060         | 394,559        | 253,837                          | 414,605                     | 404,605                       | 404,605                   |
| 4301                                   | MAT & SUPPLIES-SIGNS & POSTS      | 21,860          | 24,000         | 1,725                            | 24,000                      | 24,000                        | 24,000                    |
| 4302                                   | MAT & SUPPLIES-PAINT              | 81,461          | 102,777        | 86,847                           | 102,777                     | 92,777                        | 92,777                    |
| 4303                                   | MAT & SUPPLIES-GUIDE RAILS        |                 | 64,375         | 64,589                           | 64,375                      | 49,375                        | 49,375                    |
| 4304                                   | MATERIAL & SUPPLIES-OTHER         | 142,621         | 100,000        | 69,451                           | 100,000                     | 100,000                       | 100,000                   |
| 4305                                   | SNOW REMOVAL MATERIALS & SUPPLIES | 632,860         | 500,000        | 360,521                          | 500,000                     | 500,000                       | 500,000                   |
| 4311                                   | BOOKS AND SUBSCRIPTIONS           | 240             |                | 134                              |                             |                               |                           |
| 4319                                   | OFFICE SUPPLIES                   | 1,706           | 1,500          | 1,436                            | 1,500                       | 1,500                         | 1,500                     |
| 4323                                   | BLDG MAINTENANCE SUPPLIES         |                 |                | 30                               |                             |                               |                           |
| 4326                                   | FUEL AND HEATING SUPPLIES         | 58,768          | 89,788         | 45,711                           | 76,581                      | 76,581                        | 76,581                    |
| 4329                                   | BLDG AND GROUNDS SUPPLIES         |                 | 525            | 269                              | 525                         | 525                           | 525                       |
| 4356                                   | UNIFORMS                          | 3,227           | 3,500          | 2,029                            | 3,500                       | 3,500                         | 3,500                     |
| 4358                                   | SAFETY SUPPLIES                   | 6,244           | 14,120         | 4,181                            | 14,120                      | 14,120                        | 14,120                    |
| 4359                                   | COMPUTER SOFTWARE AND SUPPLIES    |                 | 500            | 2,751                            | 500                         | 500                           | 500                       |
| 4418                                   | DUES AND MEMBERSHIPS              |                 | 300            |                                  | 300                         | 300                           | 300                       |
| 4419                                   | GENERAL OFFICE EXPENSES           |                 | 1,000          |                                  | 1,000                       | 1,000                         | 1,000                     |
| 4425                                   | WATER AND SEWAGE CHARGES          | 1,875           | 1,000          | 1,650                            | 1,000                       | 1,000                         | 1,000                     |
| 4427                                   | ELECTRIC CURRENT                  | 61,739          | 77,903         | 28,904                           | 85,693                      | 85,693                        | 85,693                    |
| 4428                                   | TAXES                             | 310             | 1,000          | 280                              | 1,000                       | 1,000                         | 1,000                     |
| 4429                                   | BUILDING AND GROUNDS EXPENSES     | 7,583           | 3,234          | 3,899                            | 3,234                       | 3,234                         | 3,234                     |

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :301 COUNTY ROAD OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :11 HIGHWAY

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES            |                 |                |                                  |                             |                               |                           |
| 4449          | OTHER OPERATIONAL EXPENSES          | 228,576         | 225,000        | 26,593                           | 225,000                     | 105,000                       | 105,000                   |
| 4462          | TRAVEL HOTEL AND MEALS              | 762             | 500            |                                  | 500                         | 500                           | 500                       |
| 4463          | EDUCATION AND TRAINING              | 130             | 650            |                                  | 650                         | 650                           | 650                       |
| 4512          | OUTSIDE RENTALS-MACHINERY           | 400,426         | 524,417        | 422,337                          | 524,417                     | 519,417                       | 519,417                   |
| 4518          | COPYING MACHINE RENTALS             | 1,508           | 1,392          | 580                              | 1,392                       | 1,392                         | 1,392                     |
| 4520          | PROPERTY LOSS                       | 1,145           |                | 11,672                           |                             |                               |                           |
| 4523          | INSURANCE CLAIMS                    | 4,336           |                | 1,849                            |                             |                               |                           |
| 4715          | OTHER HEALTH AND MEDICAL SERVICES   | 1,619           | 1,845          |                                  | 1,845                       | 1,845                         | 1,845                     |
| 4746          | ENGINEERING AND ARCHITECTURAL SERV  |                 |                | 3,138                            |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                            | 2,082,056       | 2,133,885      | 1,394,413                        | 2,148,514                   | 1,988,514                     | 1,988,514                 |
| CHARACTER :41 | CHARGEBACK EXPENSES                 |                 |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK        | 78,321          | 68,208         | 68,208                           | 32,425                      | 32,425                        | 32,425                    |
| 4626          | TRANSPORTATION SERVICES CHARGEBACKS | 41,787          | 11,861         | 11,861                           | 7,816                       | 7,816                         | 7,816                     |
| CHARACTER 41  | SUBTOTAL                            | 120,108         | 80,069         | 80,069                           | 40,241                      | 40,241                        | 40,241                    |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS           |                 |                |                                  |                             |                               |                           |
| 6000          | PRINCIPAL ON SERIAL BONDS           | 869,737         | 906,419        | 906,419                          | 943,104                     | 943,104                       | 943,104                   |
| 6001          | PRINCIPAL ON BANS                   | 797,356         | 1,222,474      | 1,222,474                        | 1,098,395                   | 1,098,395                     | 1,098,395                 |
| CHARACTER 60  | SUBTOTAL                            | 1,667,093       | 2,128,893      | 2,128,893                        | 2,041,499                   | 2,041,499                     | 2,041,499                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :301 COUNTY ROAD OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :11 HIGHWAY

| SUBJECT       | SUBJECT TITLE            | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :70 | INTEREST ON INDEBTEDNESS |                 |                |                                  |                             |                               |                           |
| 7000          | INTEREST ON SERIAL BONDS | 460,956         | 427,823        | 222,482                          | 392,506                     | 392,506                       | 392,506                   |
| 7001          | INTEREST ON BANS         | 440,059         | 553,762        | 553,761                          | 356,404                     | 356,404                       | 356,404                   |
|               |                          | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 70  | SUBTOTAL                 | 901,015         | 981,585        | 776,243                          | 748,910                     | 748,910                       | 748,910                   |
| CHARACTER :80 | EMPLOYEE BENEFITS        |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT         | 235,205         | 293,227        | 141,195                          | 313,087                     | 313,087                       | 313,087                   |
| 8030          | SOCIAL SECURITY          | 208,471         | 216,250        | 133,861                          | 220,471                     | 220,471                       | 220,471                   |
| 8040          | WORKERS COMPENSATION     | 104,446         | 99,068         | 99,078                           | 94,655                      | 94,655                        | 94,655                    |
| 8050          | LIFE INSURANCE           | 1,148           | 1,464          | 781                              | 1,171                       | 1,171                         | 1,171                     |
| 8060          | HEALTH INSURANCE         | 1,083,649       | 672,303        | 401,115                          | 672,307                     | 672,307                       | 672,307                   |
| 8062          | RETIREE HEALTH INSURANCE |                 | 613,902        | 380,810                          | 633,723                     | 633,723                       | 633,723                   |
| 8063          | DISABILITY INSURANCE     | -536            |                |                                  |                             |                               |                           |
|               |                          | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                 | 1,632,383       | 1,896,214      | 1,156,840                        | 1,935,414                   | 1,935,414                     | 1,935,414                 |
|               |                          | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                 | 9,243,540       | 10,056,192     | 7,357,370                        | 9,842,861                   | 9,682,861                     | 9,682,861                 |
|               |                          | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DIVISION 11   | SUBTOTAL                 | 346,781         | -1,550,000     | 710,325                          | -960,000                    | -800,000                      | -800,000                  |
|               |                          | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DEPARTMENT 03 | SUBTOTAL                 | 346,781         | -1,550,000     | 710,325                          | -960,000                    | -800,000                      | -800,000                  |
|               |                          | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| SUBFUND 301   | SUBTOTAL                 | 346,781         | -1,550,000     | 710,325                          | -960,000                    | -800,000                      | -800,000                  |

## 03 0148 PUBLIC WORKS/Highways/Road Machinery

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|----------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>          |                   |                         |  |                           |                             |                         |
| Equipment Service Supervisor     | AFSCME            | 1                       | 1  | 1                         | 1                           | 1                       |
| Office Manager*                  | AFSCME            | 1                       | 1  | 1                         | 1                           | 1                       |
| Stores Clerk                     | AFSCME            | 2                       | 2  | 2                         | 2                           | 2                       |
| Equipment Mechanic - III         | AFSCME            | 6                       | 6  | 6                         | 6                           | 6                       |
| Equipment Mechanic - II          | AFSCME            | 2                       | 2  | 2                         | 2                           | 2                       |
| Equipment Mechanic - I           | AFSCME            | <u>2</u>                | <u>2</u>   | <u>2</u>                  | <u>2</u>                    | <u>2</u>                |
| <b>Total Full-Time Positions</b> |                   | <b>14</b>               | <b>14</b>  | <b>14</b>                 | <b>14</b>                   | <b>14</b>               |
| <b><u>PART TIME</u></b>          |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b> |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>           |                   | <b>14</b>               | <b>14</b>  | <b>14</b>                 | <b>14</b>                   | <b>14</b>               |

\* Unfunded in the current budget

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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                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                 |                |                                  |                             |                               |                           |
| 0174          | SALE OF SUPPLIES TO OTHER GOVTS     | 918             |                |                                  |                             |                               |                           |
| 0464          | OTHER LOCAL GOVERNMENTS             | 526             | 6,000          |                                  |                             |                               |                           |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                            | 1,444           | 6,000          |                                  |                             |                               |                           |
| CHARACTER :03 | USE OF MONEY AND PROPERTY           |                 |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS               | 23,065          | 25,000         | 3,008                            | 25,000                      | 25,000                        | 25,000                    |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 03  | SUBTOTAL                            | 23,065          | 25,000         | 3,008                            | 25,000                      | 25,000                        | 25,000                    |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                 |                |                                  |                             |                               |                           |
| 0213          | SALE OF EQUIPMENT                   | 25,503          |                |                                  | 6,000                       | 6,000                         | 6,000                     |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 06  | SUBTOTAL                            | 25,503          |                |                                  | 6,000                       | 6,000                         | 6,000                     |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES |                 |                | 100                              |                             |                               |                           |
| 0217          | PREMIUM & ACCRUED INT ON OBLIGATION | 18,828          |                | 8,109                            |                             |                               |                           |
| 0227          | TRANSFER FROM GENERAL FUND          | 2,081,713       | 2,603,803      | 2,603,803                        | 2,289,523                   | 2,289,523                     | 2,283,523                 |
| 0233          | EARNINGS ON TEMPORARY INVESTMENTS   | 4,377           |                |                                  |                             |                               |                           |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                            | 2,104,918       | 2,603,803      | 2,612,012                        | 2,289,523                   | 2,289,523                     | 2,283,523                 |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                            | 2,154,930       | 2,634,803      | 2,615,020                        | 2,320,523                   | 2,320,523                     | 2,314,523                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :10 | PERSONAL SERVICE                   |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                 | 575,963         | 591,652        | 375,338                          | 609,651                     | 609,651                       | 609,651                   |
| 1700          | SALARIES OVERTIME                  | 51,440          | 38,245         | 20,790                           | 38,245                      | 38,245                        | 38,245                    |
| 1900          | SALARIES SHIFT DIFFERENTIAL        | 2,791           | 1,820          | 1,240                            | 1,820                       | 1,820                         | 1,820                     |
| 1910          | OUT OF TITLE PAY                   | 5,842           | 5,000          | 3,110                            | 5,000                       | 5,000                         | 5,000                     |
| 1940          | OTHER PERSONNEL SERVICES           | 1,975           | 2,600          |                                  | 2,600                       | 2,600                         | 2,600                     |
|               |                                    | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                           | 638,011         | 639,317        | 400,478                          | 657,316                     | 657,316                       | 657,316                   |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4306          | GARAGE & SHOP OPERATIONAL SUPPLIES | 19,399          | 20,000         | 19,244                           | 20,000                      | 20,000                        | 20,000                    |
| 4311          | BOOKS AND SUBSCRIPTIONS            |                 | 500            |                                  | 500                         | 500                           | 500                       |
| 4319          | OFFICE SUPPLIES                    | 1,678           | 1,300          | 1,163                            | 1,300                       | 1,300                         | 1,300                     |
| 4323          | BLDG MAINTENANCE SUPPLIES          | 14,668          | 8,000          | 8,386                            | 8,000                       | 8,000                         | 8,000                     |
| 4341          | MOTOR EQUIPMENT SUPPLIES           | 254,815         | 245,000        | 150,348                          | 265,000                     | 245,000                       | 245,000                   |
| 4347          | GAS OIL GREASE AND DIESEL FUEL     | 417,354         | 820,278        | 172,362                          | 643,877                     | 643,877                       | 643,877                   |
| 4348          | TIRES AND TUBES                    | 14,848          | 26,000         | 16,124                           | 26,000                      | 26,000                        | 26,000                    |
| 4349          | MISC OPERATIONAL SUPPLIES          | 801             | 12,000         | 34                               | 12,000                      | 12,000                        | 6,000                     |
| 4356          | UNIFORMS                           | 315             |                |                                  |                             |                               |                           |
| 4358          | SAFETY SUPPLIES                    | 4,595           | 2,700          | 1,309                            | 2,700                       | 2,700                         | 2,700                     |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES     | 1,205           | 750            | 2,978                            | 750                         | 750                           | 750                       |
| 4411          | POSTAGE AND FREIGHT                | 16              | 100            | 82                               | 100                         | 100                           | 100                       |
| 4418          | DUES AND MEMBERSHIPS               |                 | 75             |                                  | 75                          | 75                            | 75                        |
| 4419          | GENERAL OFFICE EXPENSES            | 800             |                |                                  |                             |                               |                           |
| 4427          | ELECTRIC CURRENT                   |                 |                | 3,060                            |                             |                               |                           |
| 4429          | BUILDING AND GROUNDS EXPENSES      | 3,034           | 1,000          | 9,308                            | 1,000                       | 1,000                         | 1,000                     |
| 4441          | MOTOR EQUIP REPAIRS AND MAINT      | 25,407          | 44,000         | 13,120                           | 44,000                      | 44,000                        | 44,000                    |
| 4444          | UNIFORM AND CLOTHING ALLOWANCE     | 3,293           | 3,900          | 2,100                            | 3,900                       | 3,900                         | 3,900                     |
| 4449          | OTHER OPERATIONAL EXPENSES         | 9,582           | 10,000         | 4,709                            | 10,000                      | 10,000                        | 10,000                    |
| 4462          | TRAVEL HOTEL AND MEALS             | 146             | 500            |                                  | 500                         | 500                           | 500                       |
| 4463          | EDUCATION AND TRAINING             | 599             | 500            | 80                               | 500                         | 500                           | 500                       |
| 4467          | NON-EMPLOYEE EDUCATION AND TRNG    |                 |                | 661                              |                             |                               |                           |
| 4518          | COPYING MACHINE RENTALS            | 984             | 825            | 574                              | 825                         | 825                           | 825                       |
| 4715          | OTHER HEALTH AND MEDICAL SERVICES  | 2,013           | 990            |                                  | 990                         | 990                           | 990                       |
|               |                                    | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40  | SUBTOTAL                           | 775,552         | 1,198,418      | 405,642                          | 1,042,017                   | 1,022,017                     | 1,016,017                 |

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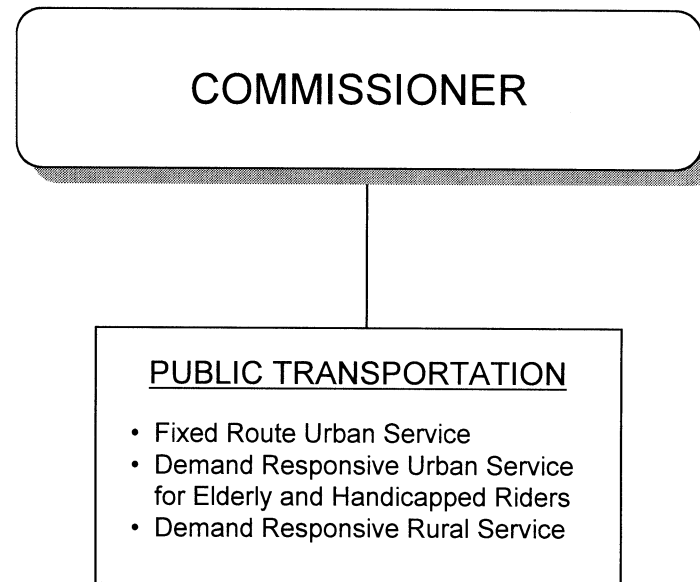
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

| SUBJECT       | SUBJECT TITLE             | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|---------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS |                 |                |                                  |                             |                               |                           |
| 6000          | PRINCIPAL ON SERIAL BONDS | 165,400         | 172,455        | 172,455                          | 179,511                     | 179,511                       | 179,511                   |
| 6001          | PRINCIPAL ON BANS         | 40,498          | 101,498        | 101,498                          | 101,497                     | 101,497                       | 101,497                   |
|               |                           | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 60  | SUBTOTAL                  | 205,898         | 273,953        | 273,953                          | 281,008                     | 281,008                       | 281,008                   |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS  |                 |                |                                  |                             |                               |                           |
| 7000          | INTEREST ON SERIAL BONDS  | 83,866          | 77,613         | 40,418                           | 70,995                      | 70,995                        | 70,995                    |
| 7001          | INTEREST ON BANS          | 24,299          | 42,546         | 42,546                           | 31,061                      | 31,061                        | 31,061                    |
|               |                           | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 70  | SUBTOTAL                  | 108,165         | 120,159        | 82,964                           | 102,056                     | 102,056                       | 102,056                   |
| CHARACTER :80 | EMPLOYEE BENEFITS         |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT          | 53,051          | 85,929         | 32,252                           | 72,363                      | 72,363                        | 72,363                    |
| 8030          | SOCIAL SECURITY           | 47,117          | 61,889         | 29,322                           | 50,235                      | 50,235                        | 50,235                    |
| 8040          | WORKERS COMPENSATION      | 29,458          | 29,582         | 29,582                           | 28,274                      | 28,274                        | 28,274                    |
| 8050          | LIFE INSURANCE            | 246             | 312            | 166                              | 250                         | 250                           | 250                       |
| 8060          | HEALTH INSURANCE          | 190,266         | 131,910        | 77,826                           | 130,250                     | 130,250                       | 130,250                   |
| 8062          | RETIREE HEALTH INSURANCE  |                 | 93,334         | 46,662                           | 76,754                      | 76,754                        | 76,754                    |
|               |                           | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                  | 320,138         | 402,956        | 215,810                          | 358,126                     | 358,126                       | 358,126                   |
|               |                           | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                  | 2,047,764       | 2,634,803      | 1,378,847                        | 2,440,523                   | 2,420,523                     | 2,414,523                 |
|               |                           | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DIVISION 11   | SUBTOTAL                  | 107,166         |                | 1,236,173                        | -120,000                    | -100,000                      | -100,000                  |
|               |                           | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DEPARTMENT 03 | SUBTOTAL                  | 107,166         |                | 1,236,173                        | -120,000                    | -100,000                      | -100,000                  |
|               |                           | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| SUBFUND 302   | SUBTOTAL                  | 107,166         |                | 1,236,173                        | -120,000                    | -100,000                      | -100,000                  |



# PUBLIC TRANSPORTATION



## **PUBLIC TRANSPORTATION (Transit) - 22**

### **MISSION STATEMENT**

To provide safe, clean, and affordable public transportation to the community in the most effective and cost efficient manner.

### **DESCRIPTION**

In 1968, Broome County assumed the ownership and operation of transit service from the Triple Cities Traction Corporation and authorized the Department of Public Transportation (BC Transit) by County Charter, Article X of the Broome County Charter.

The Department of Public Transportation operates our community's fixed route and specialized public transportation services. By operating the Department of Public Transportation as an Enterprise Fund, the department generates most of the annual funding requirements through ridership revenues and state/federal funding sources. Accordingly, the department only relies on a minimum of financial support from Broome County as required by federal guidelines.

Transit's main facilities are located on Old Mill Road in the Town of Vestal. The department operates a network of 19 fixed routes built around a central transfer point, the BC Junction, on Hawley Street. The fixed route service operates on seven days a week with extended hours into the evening and requires 38 buses at peak hours. BC Transit maintains a fleet of 43 wheelchair accessible transit coach buses for this service, providing over 2.7 million rides annually.

Under contract with Cisco Transportation Inc., the department also provides BC Lift and OFA mini bus transportation to disabled and elderly customers in the community's urbanized area. These services

utilize 10 fourteen seat vehicles and provide over 76,000 rides per year. The Department of Public Transportation also provides a non-scheduled rural transportation service, BC Country, which utilizes 8 fourteen seat vehicles and provides for over 31,000 rides per year.

### **2010 OBJECTIVES**

- To provide services that meet the needs of our riders
- To maintain the highest standards for safe and efficient operation
- To implement and sustain improved bus maintenance performance

### **2010 BUDGET HIGHLIGHTS**

- Budget impacted by our new Intermodal Center coming on line and its associated debt service costs
- Increase fares effective 1/1/10

## 22 0004 PUBLIC TRANSPORTATION (Transit)

| <u>Title of Position</u>           | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|------------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                   |                   |                         |  |                           |                             |                         |
| Commissioner of Transportation     | G Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Director of Transit Operations     | 23 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Director of Transit Maintenance    | 23 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Director of Transit Administration | 23 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Public Transportation Analyst*     | 22 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Transit Supervisor                 | 18 BAPA           | 3                       | 3  | 3                         | 3                           | 3                       |
| Transit Mechanic Supervisor        | 17 CSEA           | 2                       | 2  | 2                         | 2                           | 2                       |
| Principal Account Clerk            | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary                          | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Dispatcher                  | 12 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Dispatcher                         | 10 CSEA           | 3                       | 3  | 3                         | 3                           | 3                       |
| Senior Account Clerk               | 9 CSEA            | 2                       | 2  | 2                         | 2                           | 2                       |
| Transit Route Clerk                | 9 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Stores Clerk                       | 8 CSEA            | 0                       | 1  | 1                         | 1                           | 1                       |
| Keyboard Specialist                | 8 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Account Clerk Typist               | 7 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Coach Operator                     | ATU               | 48                      | 48   | 48                        | 48                          | 48                      |
| Senior Transit Mechanic            | ATU               | 8                       | 10   | 10                        | 10                          | 10                      |
| Transit Mechanic                   | ATU               | 1                       | 1  | 1                         | 1                           | 1                       |
| Transit Mechanic Helper            | ATU               | 3                       | 3  | 3                         | 3                           | 3                       |
| Transit Service Worker             | ATU               | <u>0</u>                | <u>0</u>   | <u>0</u>                  | <u>0</u>                    | <u>0</u>                |
| <b>Total Full-Time Positions</b>   |                   | <b>81</b>               | <b>84</b>  | <b>84</b>                 | <b>84</b>                   | <b>84</b>               |
| <b>PART TIME</b>                   |                   |                         |  |                           |                             |                         |
| Senior Clerk                       | 8 CSEA            | 1                       | 0  | 0                         | 0                           | 0                       |
| Stores Clerk                       | 8 CSEA            | 1                       | 0  | 0                         | 0                           | 0                       |
| Custodial Worker                   | 6 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Coach Operator                     | ATU               | 16                      | 16   | 16                        | 16                          | 16                      |
| Passenger Van Operator             | ATU               | <u>10</u>               | <u>10</u>  | <u>10</u>                 | <u>10</u>                   | <u>10</u>               |
| <b>Total Part-Time Positions</b>   |                   | <b>29</b>               | <b>27</b>  | <b>27</b>                 | <b>27</b>                   | <b>27</b>               |
| <b>TOTAL POSITIONS</b>             |                   | <b>110</b>              | <b>111</b>   | <b>111</b>                | <b>111</b>                  | <b>111</b>              |

\* Unfunded in current budget

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                |                |                                  |                             |                               |                           |
| 0048          | CHARGEBACK - D S S                  | 121,163        |                |                                  |                             |                               |                           |
| 0093          | FARES & FEES                        | 1,274,712      | 1,432,759      | 857,581                          | 1,300,000                   | 1,550,000                     | 1,550,000                 |
| 0094          | SUNY - OCC. CONTRACT                | 309,382        | 340,000        | 236,168                          | 320,000                     | 320,000                       | 320,000                   |
| 0095          | BINGHAMTON SD CONTRACT              | 219,118        | 220,000        | 134,060                          | 224,400                     | 224,400                       | 224,400                   |
| 0097          | ADVERTISING REVENUES                | 75,629         | 80,000         | 50,472                           | 80,000                      | 80,000                        | 80,000                    |
| 0108          | SPACE RENTAL-OTHER                  |                |                |                                  | 69,040                      | 69,040                        | 69,040                    |
| 0127          | OTHER CHARGES                       | 376,720        | 448,686        | 411,431                          | 450,000                     | 450,000                       | 450,000                   |
| 0468          | B C LIFT AND FARES                  | 101,356        | 150,000        | 81,937                           | 125,000                     | 125,000                       | 125,000                   |
| 0469          | B C COUNTRY FARES                   | 35,184         | 27,686         | 34,601                           | 49,000                      | 49,000                        | 49,000                    |
| 0559          | OTHER DEPARTMENTAL CHARGEBACK       | 22,858         | 40,400         | 5,578                            | 20,000                      | 20,000                        | 20,000                    |
| 0643          | CHARGEBACK OF SERVICES PROVIDED AND | 165,392        | 161,000        | 87,030                           | 161,000                     | 161,000                       | 161,000                   |
| CHARACTER 02  | SUBTOTAL                            | 2,701,514      | 2,900,531      | 1,898,858                        | 2,798,440                   | 3,048,440                     | 3,048,440                 |
| CHARACTER :03 | USE OF MONEY AND PROPERTY           |                |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS               | 8,877          | 10,000         | 4,095                            | 9,000                       | 9,000                         | 9,000                     |
| 0196          | VENDING MACHINE                     | 1,444          |                |                                  |                             |                               |                           |
| CHARACTER 03  | SUBTOTAL                            | 10,321         | 10,000         | 4,095                            | 9,000                       | 9,000                         | 9,000                     |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                |                |                                  |                             |                               |                           |
| 0205          | SALE OF SCRAP & EXCESS MATERIALS    | 460            | 4,500          | 519                              | 4,500                       | 4,500                         | 4,500                     |
| 0213          | SALE OF EQUIPMENT                   | 5,522          |                |                                  |                             |                               |                           |
| CHARACTER 06  | SUBTOTAL                            | 5,982          | 4,500          | 519                              | 4,500                       | 4,500                         | 4,500                     |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 3,637          |                | 7,999                            |                             |                               |                           |
| 0216          | GIFTS AND DONATIONS                 | 5,813          |                |                                  |                             |                               |                           |
| 0217          | PREMIUM & ACCRUED INT ON OBLIGATION | 42,604         |                | 22,994                           |                             |                               |                           |
| 0227          | TRANSFER FROM GENERAL FUND          | 1,485,844      | 2,774,082      | 2,774,082                        | 1,260,956                   | 1,260,956                     | 1,260,956                 |
| 0229          | TRANSFER FROM INSURANCE RESERVE     | 352,580        |                | 54,232                           |                             |                               |                           |
| 0233          | EARNINGS ON TEMPORARY INVESTMENTS   | 35,827         |                |                                  |                             |                               |                           |
| 0638          | CAPITAL CONTRIBUTIONS               | 1,886,507      |                |                                  |                             |                               |                           |
| CHARACTER 07  | SUBTOTAL                            | 3,812,812      | 2,774,082      | 2,859,307                        | 1,260,956                   | 1,260,956                     | 1,260,956                 |
| CHARACTER :08 | STATE AID                           |                |                |                                  |                             |                               |                           |
| 0244          | MASS TRANSIT                        | 394,779        | 750,000        | 96,363                           | 400,000                     | 400,000                       | 400,000                   |
| 0245          | MASS TRANSIT SUPPLEMENTAL           | 5,112,075      | 2,992,500      | 997,569                          | 3,400,000                   | 3,400,000                     | 3,400,000                 |
| CHARACTER 08  | SUBTOTAL                            | 5,506,854      | 3,742,500      | 1,093,932                        | 3,800,000                   | 3,800,000                     | 3,800,000                 |
| CHARACTER :09 | FEDERAL AID                         |                |                |                                  |                             |                               |                           |
| 0354          | MASS TRANSIT                        | 2,607,000      | 2,965,000      |                                  | 2,985,385                   | 2,985,385                     | 2,985,385                 |
| 0355          | SECTION 18                          | 60,000         |                |                                  | 62,000                      | 62,000                        | 62,000                    |
| CHARACTER 09  | SUBTOTAL                            | 2,667,000      | 2,965,000      |                                  | 3,047,385                   | 3,047,385                     | 3,047,385                 |
| TYPE R        | SUBTOTAL                            | 14,704,483     | 12,396,613     | 5,856,711                        | 10,920,281                  | 11,170,281                    | 11,170,281                |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

| SUBJECT                                    | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :10 PERSONAL SERVICE             |                                     |                |                |                                  |                             |                               |                           |
| 1000                                       | SALARIES FULL-TIME                  | 3,604,188      | 3,629,474      | 1,834,836                        | 3,821,988                   | 3,821,988                     | 3,821,988                 |
| 1500                                       | SALARIES PART-TIME                  | 819,464        | 775,127        | 526,335                          | 899,082                     | 899,082                       | 899,082                   |
| 1600                                       | SALARIES TEMPORARY                  | 220,895        | 19,344         | 113,040                          | 19,344                      | 19,344                        | 19,344                    |
| 1700                                       | SALARIES OVERTIME                   | 131,979        | 35,197         | 70,162                           | 56,542                      | 56,542                        | 56,542                    |
| 1900                                       | SALARIES SHIFT DIFFERENTIAL         | 14,805         | 17,644         | 8,802                            | 17,644                      | 17,644                        | 17,644                    |
| 1960                                       | DISCRETIONARY SALARY SAVINGS        |                | -136,251       |                                  | -144,438                    | -144,438                      | -144,438                  |
|  |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10                               | SUBTOTAL                            | 4,791,331      | 4,340,535      | 2,553,175                        | 4,670,162                   | 4,670,162                     | 4,670,162                 |
| CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY |                                     |                |                |                                  |                             |                               |                           |
| 2230                                       | MAINTENANCE EQUIPMENT               | -----          | 21,000         | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 20                               | SUBTOTAL                            |                | 21,000         |                                  |                             |                               |                           |
| CHARACTER :40 CONTRACTUAL EXPENDITURES     |                                     |                |                |                                  |                             |                               |                           |
| 4311                                       | BOOKS AND SUBSCRIPTIONS             |                | 200            |                                  | 300                         | 200                           | 200                       |
| 4318                                       | DUPLICATING AND PRINTING RM SUPPLIE | 2,030          | 1,200          | 1,613                            | 1,200                       | 1,200                         | 1,200                     |
| 4319                                       | OFFICE SUPPLIES                     | -411           | 3,000          | 2,757                            | 3,000                       | 3,000                         | 3,000                     |
| 4321                                       | DPW BLDG SERVICE SUPPLIES           |                | 500            |                                  | 500                         | 500                           | 500                       |
| 4323                                       | BLDG MAINTENANCE SUPPLIES           | 813            | 1,000          | 605                              | 1,000                       | 1,000                         | 1,000                     |
| 4326                                       | FUEL AND HEATING SUPPLIES           | 32,320         | 51,500         | 24,094                           | 62,550                      | 62,550                        | 62,550                    |
| 4329                                       | BLDG AND GROUNDS SUPPLIES           | 13,799         | 10,000         | 15,072                           | 12,000                      | 10,000                        | 10,000                    |
| 4341                                       | MOTOR EQUIPMENT SUPPLIES            | 552,015        | 500,000        | 472,875                          | 475,000                     | 475,000                       | 475,000                   |
| 4342                                       | PHOTOGRAPHIC SUPPLIES               |                | 500            |                                  | 200                         | 200                           | 200                       |
| 4346                                       | TRAINING AND EDUCATIONAL SUPPLIES   | 277            |                |                                  | 200                         | 200                           | 200                       |
| 4347                                       | GAS OIL GREASE AND DIESEL FUEL      | 1,660,822      | 2,600,000      | 614,178                          | 1,550,000                   | 1,350,000                     | 1,350,000                 |
| 4348                                       | TIRES AND TUBES                     | 58,429         | 100,000        | 28,619                           | 80,000                      | 80,000                        | 80,000                    |
| 4349                                       | MISC OPERATIONAL SUPPLIES           | 56,742         | 25,000         | 34,872                           | 30,000                      | 30,000                        | 30,000                    |
| 4356                                       | UNIFORMS                            | 22,007         | 15,000         | 10,345                           | 15,000                      | 15,000                        | 15,000                    |
| 4358                                       | SAFETY SUPPLIES                     | 693            | 3,000          | 835                              | 13,000                      | 13,000                        | 13,000                    |
| 4359                                       | COMPUTER SOFTWARE AND SUPPLIES      | 8,924          | 1,000          | 3,483                            | 1,000                       | 1,000                         | 1,000                     |
| 4411                                       | POSTAGE AND FREIGHT                 | 967            | 1,000          | 426                              | 1,000                       | 1,000                         | 1,000                     |
| 4418                                       | DUES AND MEMBERSHIPS                | 2,215          | 2,000          | 2,410                            | 2,500                       | 2,500                         | 2,500                     |
| 4419                                       | GENERAL OFFICE EXPENSES             | 1,911          | 1,500          | 1,235                            | 1,500                       | 1,500                         | 1,500                     |
| 4422                                       | BUILDING AND LAND RENTAL            | 2,400          |                | 1,230                            |                             |                               |                           |
| 4423                                       | BLDG GROUNDS AND EQUIP REPAIR       | 422            | 8,000          | 226                              | 8,000                       | 8,000                         | 8,000                     |
| 4425                                       | WATER AND SEWAGE CHARGES            | 4,102          | 4,000          | 5,114                            | 12,100                      | 12,100                        | 12,100                    |
| 4427                                       | ELECTRIC CURRENT                    | 58,610         | 59,050         | 40,899                           | 87,050                      | 87,050                        | 87,050                    |
| 4428                                       | TAXES                               | 493            | 600            | 493                              | 600                         | 600                           | 600                       |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                |                |                                  |                             |                               |                           |
| 4429          | BUILDING AND GROUNDS EXPENSES      | 15,924         | 7,000          | 7,317                            | 9,000                       | 9,000                         | 9,000                     |
| 4432          | LAUNDRY AND DRY CLEANING EXPENSES  | 2,645          | 3,000          | 1,414                            | 3,000                       | 3,000                         | 3,000                     |
| 4441          | MOTOR EQUIP REPAIRS AND MAINT      | 65,617         | 28,000         | 25,625                           | 28,000                      | 28,000                        | 28,000                    |
| 4447          | OPERATIONAL EQUIPMENT REPAIRS      | 338            | 1,000          |                                  | 1,000                       | 1,000                         | 1,000                     |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 1,650          | 2,500          |                                  | 2,500                       | 2,500                         | 2,500                     |
| 4449          | OTHER OPERATIONAL EXPENSES         | 26,751         | 10,000         | 22,027                           | 15,000                      | 15,000                        | 15,000                    |
| 4454          | DIAL-A-BUS-HANDICAPPED             | 825,535        | 881,500        | 517,519                          | 865,000                     | 865,000                       | 865,000                   |
| 4461          | MILEAGE AND PARKING-LOCAL          | 3,582          | 50             | 5                                | 50                          | 50                            | 50                        |
| 4462          | TRAVEL HOTEL AND MEALS             | 1,190          | 2,000          | 1,176                            | 2,000                       | 2,000                         | 2,000                     |
| 4463          | EDUCATION AND TRAINING             | 495            | 1,500          | 558                              | 1,500                       | 1,500                         | 1,500                     |
| 4464          | MANAGEMENT TRAINING PROGRAM        |                |                | 1                                |                             |                               |                           |
| 4513          | SOFTWARE MAINTENANCE               | 12,685         | 17,000         | 10,570                           | 24,000                      | 24,000                        | 24,000                    |
| 4520          | PROPERTY LOSS                      | 25,116         |                | 16,255                           |                             |                               |                           |
| 4523          | INSURANCE CLAIMS                   | 325,352        |                | 28,480                           |                             |                               |                           |
| 4701          | MEDICAL AND PHYSICAL EXAMS         | 455            | 1,000          | 1,355                            | 1,000                       | 1,000                         | 1,000                     |
| 4725          | OTHER FINANCIAL SERVICES           | 91             |                |                                  |                             |                               |                           |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        | 210            |                | 36                               |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                           | 3,787,216      | 4,342,600      | 1,893,719                        | 3,309,750                   | 3,107,650                     | 3,107,650                 |
| CHARACTER :41 | CHARGEBACK EXPENSES                |                |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK       | 364,469        | 428,412        | 428,412                          | 548,780                     | 548,780                       | 548,780                   |
| 4604          | DPW SECURITY CHARGEBACKS           | 52,080         | 39,388         | 19,694                           | 134,325                     | 134,325                       | 134,325                   |
| 4614          | OTHER CHARGEBACK EXPENSES          |                | 2,000          |                                  | 2,000                       | 2,000                         | 2,000                     |
| 4619          | BUILDING SERVICE CHARGEBACK        | 10,500         | 5,000          | 4,795                            | 23,014                      | 23,014                        | 23,014                    |
| CHARACTER 41  | SUBTOTAL                           | 427,049        | 474,800        | 452,901                          | 708,119                     | 708,119                       | 708,119                   |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

| SUBJECT       | SUBJECT TITLE             | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|---------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS |                |                |                                  |                             |                               |                           |
| 6000          | PRINCIPAL ON SERIAL BONDS |                | 10,848         |                                  | 11,300                      | 11,300                        | 11,300                    |
| 6001          | PRINCIPAL ON BANS         |                | 473,932        |                                  | 680,932                     | 680,932                       | 680,932                   |
|               |                           | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 60  | SUBTOTAL                  |                | 484,780        |                                  | 692,232                     | 692,232                       | 692,232                   |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS  |                |                |                                  |                             |                               |                           |
| 7000          | INTEREST ON SERIAL BONDS  | 4,745          | 4,443          | 1,263                            | 4,031                       | 4,031                         | 4,031                     |
| 7001          | INTEREST ON BANS          | 24,242         | 96,273         | 27,959                           | 88,076                      | 88,076                        | 88,076                    |
|               |                           | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 70  | SUBTOTAL                  | 28,987         | 100,716        | 29,222                           | 92,107                      | 92,107                        | 92,107                    |
| CHARACTER :80 | EMPLOYEE BENEFITS         |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT          | 375,995        | 454,899        | 234,099                          | 508,561                     | 508,561                       | 508,561                   |
| 8030          | SOCIAL SECURITY           | 352,668        | 353,298        | 186,174                          | 368,317                     | 368,317                       | 368,317                   |
| 8040          | WORKERS COMPENSATION      | 306,447        | 328,111        | 328,111                          | 348,141                     | 348,141                       | 348,141                   |
| 8041          | WORKERS COMP LT LIABILITY | 62,908         |                |                                  |                             |                               |                           |
| 8050          | LIFE INSURANCE            | 2,032          | 2,616          | 1,373                            | 2,035                       | 2,035                         | 2,035                     |
| 8060          | HEALTH INSURANCE          | 1,284,038      | 947,406        | 556,756                          | 907,570                     | 907,570                       | 907,570                   |
| 8062          | RETIREE HEALTH INSURANCE  |                | 544,052        | 334,257                          | 533,711                     | 533,711                       | 533,711                   |
| 8063          | DISABILITY INSURANCE      | 1,754          | 1,800          | 1,136                            | 1,676                       | 1,676                         | 1,676                     |
| 8070          | UNEMPLOYMENT INSURANCE    | 12,576         |                | 12,370                           | 5,000                       | 5,000                         | 5,000                     |
|               |                           | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                  | 2,398,418      | 2,632,182      | 1,654,276                        | 2,675,011                   | 2,675,011                     | 2,675,011                 |



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

| SUBJECT       | SUBJECT TITLE          | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :90 | TRANSFERS              |                |                |                                  |                             |                               |                           |
| 9005          | TRANSFER TO GRANT FUND | 132,000        |                |                                  | 225,000                     | 225,000                       | 225,000                   |
| CHARACTER 90  | SUBTOTAL               | 132,000        |                |                                  | 225,000                     | 225,000                       | 225,000                   |
| TYPE X        | SUBTOTAL               | 11,565,001     | 12,396,613     | 6,583,293                        | 12,372,381                  | 12,170,281                    | 12,170,281                |
| DEPARTMENT 22 | SUBTOTAL               | 3,139,482      |                | -726,582                         | -1,452,100                  | -1,000,000                    | -1,000,000                |
| SUBFUND 203   | SUBTOTAL               | 3,139,482      |                | -726,582                         | -1,452,100                  | -1,000,000                    | -1,000,000                |

## **ECONOMIC ASSISTANCE AND OPPORTUNITY**

| <b><u>DEPARTMENT/DIVISION</u></b>           | <b><u>PAGE</u></b> |
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| Office for Aging                            | 332                |
| Community Alternative Systems Agency (CASA) | 338                |
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| Central Administration                      | 344                |
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| Certification                               | 363                |
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# AGING (OFA)

DIRECTOR

COMMUNITY  
PLANNING

ACCESS

- Caregivers Counseling and Support
- Information and Assistance
- Intake
- Senior News

IN-HOME SERVICES

- Case Management
- Enriched Living
- Expanded In-home Services for the Elderly
- Home Delivered Meals
- Mental Health Counseling
- Shopper Program

COMMUNITY BASED  
SERVICES

- Health & Wellness Program
- Health Insurance Information, Counseling & Assistance Program
- Home Repair Program
- Legal Services
- Long Term Care Ombudsman Program
- Senior Community Centers
- Social Adult Day Care
- Transportation
- Volunteer Program
- Weatherization Referral, Assistance and Packaging

INCOME  
ENHANCEMENT

- Senior Opportunities
  - Foster Grandparent Program
  - Gaining Resources for Older Workers
- Home Energy Assistance Program

AGENCY AND  
FINANCIAL  
ADMINISTRATION

## **OFFICE FOR AGING - 76**

### **MISSION STATEMENT**

To improve and enrich the quality of life for all older persons residing in Broome County by promoting the dignity and independence of the older person and ensuring comprehensive and coordinated services are readily available while fostering public awareness of the value and contribution of older persons to the community.

### **DESCRIPTION**

The Broome County Office for Aging is one of 59 Area Agencies on Aging in New York State. The agency is dedicated to being a focal point for information, advocacy, and coordination of aging services. Services are provided directly by the agency and through contracts with 18 community organizations. Through several locations and programs, the Office for Aging annually provides services to 35% of the senior citizen population of the County.

Office for Aging services fall into four main categories:

#### **1. Access**

Caregiver Counseling and Support, Information and Assistance, Intake, and *Senior News*.

#### **2. In-home Services**

Case Management, Enriched Living, Expanded In-home Services for the Elderly, Home Delivered Meals, Mental Health Services, and Shopper Program.

#### **3. Community Based Services**

Health and Wellness Programs, Health Insurance Information, Counseling and Assistance Program, Home Repair Program,

Legal Services, Long Term Care Ombudsman Program, Senior Community Centers, Social Adult Day Care, Transportation, Volunteer Program and WRAP.

#### **4. Benefit Programs**

Senior Opportunities - GROW and Foster Grandparent Program and Energy Assistance (HEAP).

### **2010 OBJECTIVE**

- To adjust services based on available funding and service requests.
- To serve as a leader in coordinating community efforts to define and prioritize needs and plan services to meet those needs of the growing elderly population in Broome County.
- To improve our education and outreach efforts to assure we are reaching those who are most in need of service, including those who are frail, low income, minority, isolated, and those who are caregivers of the elderly.

### **2010 BUDGET HIGHLIGHTS**

- The budget reflects no increase in expenditures and a reduction in projected mortgage tax revenue. Consequently, the budget has been adjusted to include the elimination of a position in a Title III grant and an increase in suggested contributions for programs. These changes will total \$125,000.
- The economic stimulus monies in 2009 will allow us to carry some grant funding forward into 2010. This will allow us to handle increases in food and other service delivery costs.

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

| <u>Title of Position</u>           | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>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                       |
| Caseworker                         | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Stenographic Secretary             | 13 CSEA           | 1                       | 0  | 0                         | 0                           | 0                       |
| Secretary                          | 13 CSEA           | 0                       | 1  | 1                         | 1                           | 1                       |
| Aging Services Representative      | 11 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Account Clerk               | 9 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Keyboard Specialist                | 8 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Account Clerk                      | 7 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| <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            | 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>10</b>               | <b>10</b>  | <b>10</b>                 | <b>10</b>                   | <b>10</b>               |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT                                | SUBJECT TITLE                     | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|-----------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 DEPARTMENTAL INCOME      |                                   |                |                |                                  |                             |                               |                           |
| 0017                                   | MORTGAGE TAX                      | 1,313,878      | 1,450,000      | 745,641                          | 1,325,000                   | 1,325,000                     | 1,325,000                 |
| 0474                                   | OFA CHARGEBACKS 1-3               | 84,987         | 45,122         | 54,865                           | 49,654                      | 59,654                        | 59,654                    |
|  |                                   | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02 SUBTOTAL                  |                                   | 1,398,865      | 1,495,122      | 800,506                          | 1,374,654                   | 1,384,654                     | 1,384,654                 |
| CHARACTER :07 MISC/INTERFUND REVENUES  |                                   |                |                |                                  |                             |                               |                           |
| 0626                                   | UNUSED GRANT                      | 52,962         |                |                                  |                             |                               |                           |
|  |                                   | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07 SUBTOTAL                  |                                   | 52,962         |                |                                  |                             |                               |                           |
|  |                                   | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R SUBTOTAL                        |                                   | 1,451,827      | 1,495,122      | 800,506                          | 1,374,654                   | 1,384,654                     | 1,384,654                 |
| CHARACTER :10 PERSONAL SERVICE         |                                   |                |                |                                  |                             |                               |                           |
| 1000                                   | SALARIES FULL-TIME                | 370,131        | 390,674        | 225,938                          | 403,276                     | 403,276                       | 403,276                   |
| 1500                                   | SALARIES PART-TIME                | 19,177         | 17,956         | 11,936                           | 18,410                      | 18,410                        | 18,410                    |
| 1600                                   | SALARIES TEMPORARY                | 1,927          |                |                                  |                             |                               |                           |
|  |                                   | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10 SUBTOTAL                  |                                   | 391,235        | 408,630        | 237,874                          | 421,686                     | 421,686                       | 421,686                   |
| CHARACTER :40 CONTRACTUAL EXPENDITURES |                                   |                |                |                                  |                             |                               |                           |
| 4311                                   | BOOKS AND SUBSCRIPTIONS           | 144            | 144            | 154                              | 154                         | 154                           | 154                       |
| 4319                                   | OFFICE SUPPLIES                   | 2,963          | 4,413          | 3,115                            | 3,873                       | 3,873                         | 3,873                     |
| 4323                                   | BLDG MAINTENANCE SUPPLIES         | 26             | 300            | 257                              | 275                         | 275                           | 275                       |
| 4326                                   | FUEL AND HEATING SUPPLIES         | 18,330         | 22,000         | 10,718                           | 21,500                      | 21,500                        | 21,500                    |
| 4329                                   | BLDG AND GROUNDS SUPPLIES         | 1,101          | 650            |                                  | 650                         | 650                           | 650                       |
| 4331                                   | FOOD AND BEVERAGES                | 156            |                |                                  |                             |                               |                           |
| 4332                                   | KITCHEN AND DINING ROOM SUPPLIES  |                | 300            |                                  | 250                         | 250                           | 250                       |
| 4346                                   | TRAINING AND EDUCATIONAL SUPPLIES |                |                | 52                               |                             |                               |                           |
| 4349                                   | MISC OPERATIONAL SUPPLIES         | 509            | 1,260          | 617                              | 1,355                       | 1,355                         | 1,355                     |
| 4411                                   | POSTAGE AND FREIGHT               | 32             | 125            |                                  | 125                         | 125                           | 125                       |
| 4412                                   | TELEPHONE                         | 3,837          | 3,900          | 2,207                            | 3,865                       | 3,865                         | 3,865                     |
| 4418                                   | DUES AND MEMBERSHIPS              | 893            | 1,648          | 875                              | 970                         | 970                           | 970                       |
| 4419                                   | GENERAL OFFICE EXPENSES           | 2,791          | 2,792          | 2,320                            | 2,270                       | 2,270                         | 2,270                     |
| 4425                                   | WATER AND SEWAGE CHARGES          | 1,054          | 1,050          | 772                              | 1,600                       | 1,600                         | 1,600                     |
| 4427                                   | ELECTRIC CURRENT                  | 28,560         | 36,500         | 16,839                           | 37,500                      | 37,500                        | 37,500                    |
| 4429                                   | BUILDING AND GROUNDS EXPENSES     | 23,564         | 24,877         | 14,243                           | 25,091                      | 25,091                        | 25,091                    |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                |                |                                  |                             |                               |                           |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 17             | 250            | 28                               | 200                         | 200                           | 200                       |
| 4449          | OTHER OPERATIONAL EXPENSES         | 1,859          | 1,544          | 253                              | 1,238                       | 1,238                         | 1,238                     |
| 4461          | MILEAGE AND PARKING-LOCAL          | 200            | 1,246          | 43                               | 1,100                       | 1,100                         | 1,100                     |
| 4462          | TRAVEL HOTEL AND MEALS             | 803            | 571            |                                  | 571                         | 571                           | 571                       |
| 4463          | EDUCATION AND TRAINING             | 445            | 350            | 85                               | 205                         | 205                           | 205                       |
| 4465          | NON-EMPLOYEE TRAVEL HOTEL & MEALS  |                |                | 34                               |                             |                               |                           |
| 4466          | ADVISORY BD/TRUSTEES EXPENSES      | 315            | 250            | 250                              | 250                         | 250                           | 250                       |
| 4518          | COPYING MACHINE RENTALS            | 773            | 2,693          | 1,662                            | 2,693                       | 2,693                         | 2,693                     |
|               |                                    | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40  | SUBTOTAL                           | 88,372         | 106,863        | 54,524                           | 105,735                     | 105,735                       | 105,735                   |
| CHARACTER :41 | CHARGEBACK EXPENSES                |                |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK       | 10,648         | 2,109          | 2,109                            | 2,953                       | 2,953                         | 2,953                     |
|               |                                    | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                           | 10,648         | 2,109          | 2,109                            | 2,953                       | 2,953                         | 2,953                     |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS          |                |                |                                  |                             |                               |                           |
| 6008          | PRINCIPAL ON CAPITAL LEASE         | 1,605          |                |                                  |                             |                               |                           |
|               |                                    | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 60  | SUBTOTAL                           | 1,605          |                |                                  |                             |                               |                           |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS           |                |                |                                  |                             |                               |                           |
| 7005          | INTEREST ON CAPITAL LEASE          | 124            |                |                                  |                             |                               |                           |
|               |                                    | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 70  | SUBTOTAL                           | 124            |                |                                  |                             |                               |                           |

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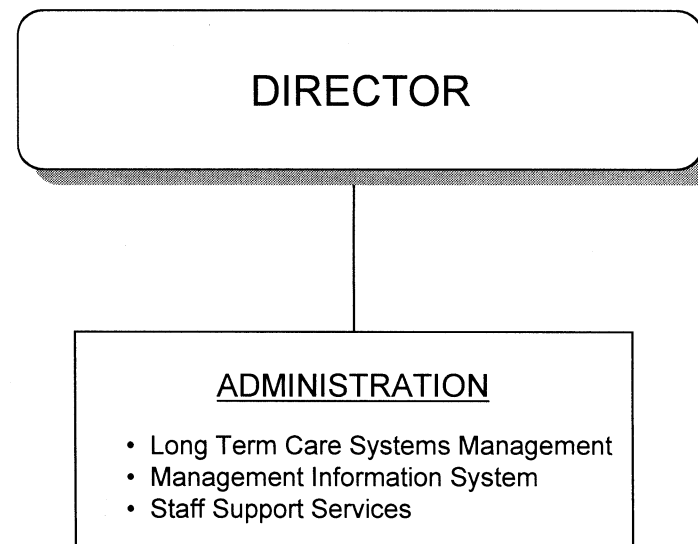
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE            | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :80 | EMPLOYEE BENEFITS        |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT         | 32,256         | 42,906         | 18,965                           | 44,763                      | 44,763                        | 44,763                    |
| 8030          | SOCIAL SECURITY          | 28,663         | 31,261         | 17,373                           | 32,259                      | 32,259                        | 32,259                    |
| 8040          | WORKERS COMPENSATION     | 3,070          | 3,964          | 10,410                           | 3,265                       | 3,265                         | 3,265                     |
| 8050          | LIFE INSURANCE           | 186            | 240            | 117                              | 190                         | 190                           | 190                       |
| 8060          | HEALTH INSURANCE         | 247,852        | 66,799         | 41,821                           | 79,742                      | 79,742                        | 79,742                    |
| 8062          | RETIREE HEALTH INSURANCE |                | 205,265        | 131,074                          | 215,630                     | 215,630                       | 215,630                   |
| 8063          | DISABILITY INSURANCE     | 868            | 840            | 501                              | 903                         | 903                           | 903                       |
|               |                          | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                 | 312,895        | 351,275        | 220,261                          | 376,752                     | 376,752                       | 376,752                   |
| CHARACTER :90 | TRANSFERS                |                |                |                                  |                             |                               |                           |
| 9005          | TRANSFER TO GRANT FUND   | 1,157,787      | 1,172,449      | -----                            | 1,009,200                   | 964,374                       | 964,374                   |
|               |                          | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 90  | SUBTOTAL                 | 1,157,787      | 1,172,449      |                                  | 1,009,200                   | 964,374                       | 964,374                   |
| CHARACTER :91 | UNUSED RESIDUAL EQUITY   |                |                |                                  |                             |                               |                           |
| 9601          | UNUSED RESIDUAL EQUITY   | 5,324          | -----          | -----                            | -----                       | -----                         | -----                     |
|               |                          | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 91  | SUBTOTAL                 | 5,324          | -----          | -----                            | -----                       | -----                         | -----                     |
|               |                          | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                 | 1,967,990      | 2,041,326      | 514,768                          | 1,916,326                   | 1,871,500                     | 1,871,500                 |
|               |                          | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| DEPARTMENT 76 | SUBTOTAL                 | -516,163       | -546,204       | 285,738                          | -541,672                    | -486,846                      | -486,846                  |



# COMMUNITY ALTERNATIVE SYSTEMS AGENCY (CASA)



## **COMMUNITY ALTERNATIVE SYSTEMS AGENCY (CASA) - 68**

### **MISSION STATEMENT**

To provide all residents of Broome County in need of long-term care services, regardless of age or income, access to assessment and care planning to ensure both public and private dollars are spent appropriately and judiciously.

Limits of Authority: Prior payment approval for personal care aide service and Long Term Home Health Care Program (LTHHCP) services. Payment authority for Medicaid in regard to the following programs: ALP (Assisted Living Program), medical day care, PERS (Personal Emergency Response System), nursing home respite, Consumer Directed Personal Assistance (CDPAP), Private Duty Nursing Program (PDN) and the Care at Home (CAH) program for children. CASA is directly responsible for approximately \$7,000,000 in Medicaid community care expenditures.

### **DESCRIPTION OF SERVICES**

CASA assumes all responsibilities pursuant to NYS Social Services Regulation 18 NYCRR 505.14 (Personal Care Services - Scope and Procedures), except that Social Services retains authority to monitor CASA's performance. CASA assumes responsibility, in conjunction with the relevant provider agency, for the coordination and implementation of the Long Term Home Health Care Program in Broome County, in conformance with guidelines and limitations set under

Department of Social Services regulations. CASA, as the central entry point into the long-term care system, provides case management, assessment, care planning, and evaluation of long-term care needs of the elderly and chronically ill, encouraging families to remain involved in their care, and seeking placement at the appropriate level of community resource. CASA was first established in 1983 by Resolution No. 65 and is designed to contain the growth in Medicaid expenditures for long-term care.

CASA's primary focus is on assessing clients of all ages to ensure appropriate utilization of long-term care services.

### **2010 OBJECTIVES**

1. To continue to manage the growth in the long-term care population through good case management and appropriate utilization of Medicaid authorized services.
2. To be prepared to address changes in the local long-term care environment.

### **2010 BUDGET HIGHLIGHTS**

- CASA operations have a significant impact on containing the rate of growth in Medicaid home care expenditures to which CASA authorizes payment.
- CASA staff authorizes between \$7 and \$8 million dollars of Medicaid home care related services annually.

## 68 0033 COMMUNITY ALTERNATIVE SYSTEMS AGENCY (CASA)

| <u>Title of Position</u>                  | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                          |                   |                         |  |                           |                             |                         |
| CASA Director                             | 25 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Clinical Nurse Specialist                 | 20 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Management Associate                      | 18 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Assistant Supervising Public Health Nurse | 19 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Public Health Nurse *                     | 17 CSEA           | 11                      | 12   | 12                        | 12                          | 12                      |
| Senior Registered Professional Nurse      | 16 CSEA           | 5                       | 5  | 5                         | 5                           | 5                       |
| Caseworker/Trainee                        | 16/14 CSEA        | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary                                 | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Keyboard Specialist                       | 8 CSEA            | <u>4</u>                | <u>4</u>   | <u>4</u>                  | <u>4</u>                    | <u>4</u>                |
| <b>Total Full-Time Positions</b>          |                   | <b>26</b>               | <b>27</b>  | <b>27</b>                 | <b>27</b>                   | <b>27</b>               |
| <b>PART TIME</b>                          |                   |                         |  |                           |                             |                         |
| Caseworker/Trainee                        | 16/14 CSEA        | <u>1</u>                | <u>1</u>   | <u>1</u>                  | <u>1</u>                    | <u>1</u>                |
| <b>Total Part-Time Positions</b>          |                   | <b>1</b>                | <b>1</b>   | <b>1</b>                  | <b>1</b>                    | <b>1</b>                |
| <b>TOTAL POSITIONS</b>                    |                   | <b>27</b>               | <b>28</b>  | <b>28</b>                 | <b>28</b>                   | <b>28</b>               |

\* One position unfunded in current budget

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                |                |                                  |                             |                               |                           |
| 0048          | CHARGEBACK - D S S                  | 1,877,627      | 2,179,326      | 738,383                          | 2,164,086                   | 2,104,670                     | 2,104,670                 |
| 0538          | HOME HEALTH CARE FEES               | 1,240          | 3,000          | 1,000                            | 3,000                       | 3,000                         | 3,000                     |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                            | 1,878,867      | 2,182,326      | 739,383                          | 2,167,086                   | 2,107,670                     | 2,107,670                 |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                |                |                                  |                             |                               |                           |
| 0213          | SALE OF EQUIPMENT                   | 1              |                |                                  |                             |                               |                           |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 06  | SUBTOTAL                            | 1              |                |                                  |                             |                               |                           |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 84             |                |                                  |                             |                               |                           |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                            | 84             |                |                                  |                             |                               |                           |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                            | 1,878,952      | 2,182,326      | 739,383                          | 2,167,086                   | 2,107,670                     | 2,107,670                 |
| CHARACTER :10 | PERSONAL SERVICE                    |                |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                  | 1,033,121      | 1,116,208      | 653,233                          | 1,146,711                   | 1,105,842                     | 1,105,842                 |
| 1500          | SALARIES PART-TIME                  | 22,916         | 27,506         | 14,611                           | 28,411                      | 28,411                        | 28,411                    |
| 1600          | SALARIES TEMPORARY                  |                | 200            | 3,390                            |                             |                               |                           |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                            | 1,056,037      | 1,143,914      | 671,234                          | 1,175,122                   | 1,134,253                     | 1,134,253                 |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

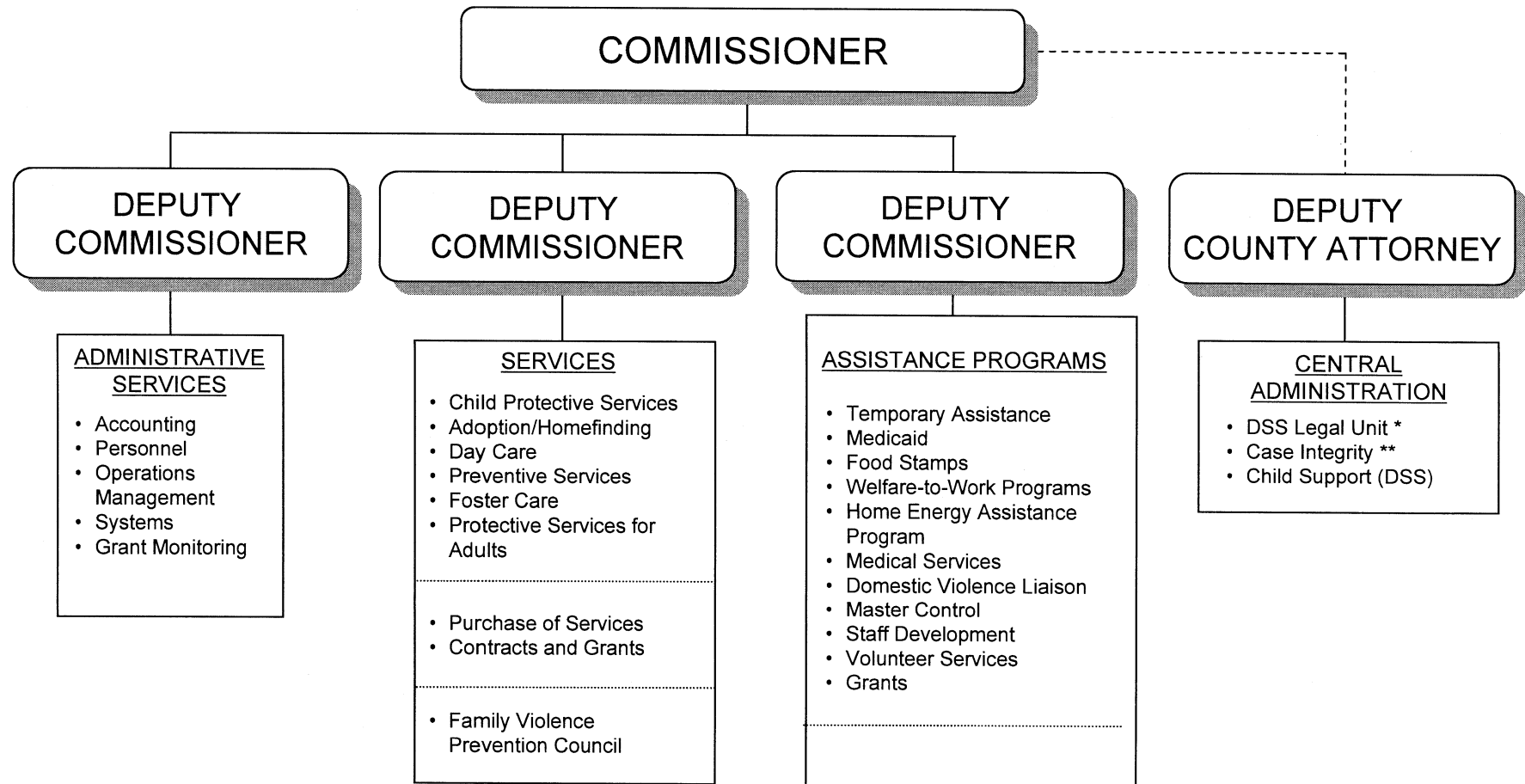
| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES            |                |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS             | 292            | 442            | 259                              | 442                         | 442                           | 442                       |
| 4319          | OFFICE SUPPLIES                     | 11,293         | 5,929          | 2,848                            | 5,929                       | 5,929                         | 5,929                     |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES      | 14,658         | 10,111         | 4,817                            | 8,979                       | 8,979                         | 8,979                     |
| 4361          | NURSING SUPPLIES                    | 89             | 253            | 72                               | 253                         | 253                           | 253                       |
| 4411          | POSTAGE AND FREIGHT                 | 48             | 36             |                                  | 36                          | 36                            | 36                        |
| 4418          | DUES AND MEMBERSHIPS                | 75             | 95             |                                  | 95                          | 95                            | 95                        |
| 4419          | GENERAL OFFICE EXPENSES             | 579            | 870            | 754                              | 570                         | 570                           | 570                       |
| 4448          | ADVERTISING AND PROMOTION EXPENSES  | 411            | 400            | 140                              | 400                         | 400                           | 400                       |
| 4449          | OTHER OPERATIONAL EXPENSES          | 90             | 300            | 88                               | 300                         | 300                           | 300                       |
| 4461          | MILEAGE AND PARKING-LOCAL           | 23,272         | 25,610         | 13,523                           | 26,000                      | 26,000                        | 26,000                    |
| 4462          | TRAVEL HOTEL AND MEALS              | 351            | 3,009          | 402                              | 3,009                       | 3,009                         | 3,009                     |
| 4463          | EDUCATION AND TRAINING              | 1,248          | 2,090          | 2,118                            | 2,090                       | 2,090                         | 2,090                     |
| 4518          | COPYING MACHINE RENTALS             | 669            | 2,640          | 1,470                            | 2,316                       | 2,316                         | 2,316                     |
| 4726          | CONTRACTED DATA PROCESSING SERV     |                | 41,931         | 12,769                           | 20,228                      | 20,228                        | 20,228                    |
| 4901          | DAY TRIP MEAL REIMBURSEMENT         | 80             | 56             | 72                               | 80                          | 80                            | 80                        |
| CHARACTER 40  | SUBTOTAL                            | 53,155         | 93,772         | 39,332                           | 70,727                      | 70,727                        | 70,727                    |
| CHARACTER :41 | CHARGEBACK EXPENSES                 |                |                |                                  |                             |                               |                           |
| 4601          | INDIRECT COSTS                      | 145,889        | 185,000        |                                  | 185,000                     | 185,000                       | 185,000                   |
| 4602          | INSURANCE PREMIUM CHARGEBACK        | 381            | 324            | 324                              | 308                         | 308                           | 308                       |
| 4605          | COUNTY ATTORNEY CHARGEBACKS         | 453            | 8,750          | 540                              | 2,010                       | 2,010                         | 2,010                     |
| 4606          | TELEPHONE BILLING ACCOUNT           | 11,208         | 11,219         | 5,795                            | 11,691                      | 11,691                        | 11,691                    |
| 4609          | DATA PROCESSING CHARGEBACKS         | 50,814         | 58,840         | 29,420                           | 56,120                      | 56,120                        | 56,120                    |
| 4614          | OTHER CHARGEBACK EXPENSES           | 1,042          | 1,404          | 758                              | 1,245                       | 1,245                         | 1,245                     |
| 4615          | GASOLINE CHARGEBACK                 |                | 1,500          |                                  | 1,500                       | 1,500                         | 1,500                     |
| 4616          | FLEET SERVICE CHARGEBACK            |                | 2,239          |                                  |                             |                               |                           |
| 4617          | DUPLICATING/PRINTING CHARGEBACK     | 6,128          | 8,976          | 3,147                            | 6,900                       | 6,900                         | 6,900                     |
| 4618          | OFFICE SUPPLIES CHARGEBACK          | 4,563          | 4,150          | 2,671                            | 5,500                       | 5,500                         | 5,500                     |
| 4619          | BUILDING SERVICE CHARGEBACK         | 136            | 1,500          |                                  | 1,500                       | 1,500                         | 1,500                     |
| 4621          | BUILDING AND LAND RENTAL CHARGEBACK | 34,230         | 34,230         |                                  | 34,230                      | 34,230                        | 34,230                    |
| CHARACTER 41  | SUBTOTAL                            | 254,844        | 318,132        | 42,655                           | 306,004                     | 306,004                       | 306,004                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE              | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|----------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS  |                |                |                                  |                             |                               |                           |
| 6008          | PRINCIPAL ON CAPITAL LEASE | 1,829          |                |                                  |                             |                               |                           |
| CHARACTER 60  | SUBTOTAL                   | 1,829          |                |                                  |                             |                               |                           |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS   |                |                |                                  |                             |                               |                           |
| 7005          | INTEREST ON CAPITAL LEASE  | 22             |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                   | 22             |                |                                  |                             |                               |                           |
| CHARACTER :80 | EMPLOYEE BENEFITS          |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT           | 88,185         | 120,091        | 53,306                           | 130,462                     | 125,926                       | 125,926                   |
| 8030          | SOCIAL SECURITY            | 76,437         | 87,489         | 48,824                           | 89,909                      | 86,783                        | 86,783                    |
| 8040          | WORKERS COMPENSATION       | 6,995          | 7,524          | 7,524                            | 7,572                       | 7,572                         | 7,572                     |
| 8050          | LIFE INSURANCE             | 488            | 648            | 312                              | 513                         | 494                           | 494                       |
| 8060          | HEALTH INSURANCE           | 328,305        | 326,754        | 159,559                          | 296,679                     | 285,942                       | 285,942                   |
| 8062          | RETIREE HEALTH INSURANCE   |                | 81,122         | 51,601                           | 84,563                      | 84,563                        | 84,563                    |
| 8063          | DISABILITY INSURANCE       | 2,935          | 2,880          | 1,777                            | 3,096                       | 2,967                         | 2,967                     |
| 8070          | UNEMPLOYMENT INSURANCE     | 917            |                |                                  |                             |                               |                           |
| CHARACTER 80  | SUBTOTAL                   | 504,262        | 626,508        | 322,903                          | 612,794                     | 594,247                       | 594,247                   |
| TYPE X        | SUBTOTAL                   | 1,870,149      | 2,182,326      | 1,076,124                        | 2,164,647                   | 2,105,231                     | 2,105,231                 |
| DEPARTMENT 68 | SUBTOTAL                   | 8,803          |                | -336,741                         | 2,439                       | 2,439                         | 2,439                     |

# SOCIAL SERVICES



\* In Law Department Budget

\*\* In Department of Public Works/Security

**SOCIAL SERVICES – 67**  
**Central Administration – 67**

**MISSION STATEMENT**

**Staff Development**

The Staff Development, Planning and Volunteer Services Unit is committed to improving the organization through its employees and to provide services and resources that enable the organization to realize its goals. This division is results-oriented and focuses on continuous improvement in training, planning, and volunteer services.

**Family Violence Prevention Council**

The mission of the Family Violence Prevention Council is to reduce the incidence and severity of family violence in Broome County including child abuse and neglect, domestic violence and elder abuse, by developing and implementing a comprehensive, coordinated community program for preventing, as well as identifying, assessing, and treating all forms of family violence.

**Operations**

The Operations Unit is committed to providing quality service and support to the staff and customers of the organization. This unit focuses on continuous improvement in safety and environmental concerns for the organization.

**DESCRIPTION**

**Staff Development**

The Staff Development and Planning Unit are located in Suite 203 on the 2<sup>nd</sup> floor of the Main Street office and serves all employees of the department. The development and maintenance of the department's educational program is a major function of the unit. In addition, to the

specific duties performed by the unit related to training, planning, and volunteer services, the unit is considered the lead office for major initiatives such as process reengineering, grant writing, organizational communication, and team facilitation.

**Family Violence Prevention Council**

The Family Violence Prevention Council office and staff are located in the lower level of the Thomas P. Hoke Human Services Building. There are approximately 40 members of the council and an additional group of volunteers that are members to the ten standing committees of the council. Members of the council serve a three year term and the council meets at least six times per year. Committees convene at least six times per year as well.

**Operations**

The Operations Office is located on the 2<sup>nd</sup> floor of the Main Street office and serves all employees of the department. Operations include janitorial, maintenance, and courier and mail service, as well as scheduling and maintenance of the agency fleet for staff use in local and out of County travel. Operations tracks and maximizes fleet operations and monitors conditions for safety, security, and cleanliness. In addition, facility projects are coordinated with the landlord, DPW, and vendors.

**2010 OBJECTIVES**

**Staff Development**

**Training**

- Provide mandatory training programs to 100% of all new employees.
- Maintain educational opportunities for employees through Broome Community College and Binghamton University.



- Provide optimum uses of electronic communication options throughout the training curriculum.

### **Volunteer Services**

- Increase the current level of volunteer service to the department by 10%.

### **Family Violence Prevention Council**

The council has five functions:

#### **INTERAGENCY COORDINATION AND MANGEMENT OF CASES**

To provide interagency coordination to maximize institutional responses to family violence by encouraging and / or developing mechanisms to facilitate sharing of information among agencies and coordinating the management of cases.

#### **PROGRAM DEVELOPMENT**

To encourage and support the coordinated development of programs and services to provide prompt professional crisis intervention, treatment and prevention services for family violence, the County will review and assess community needs and develop and implement a plan to address those needs.

#### **TRAINING OF PROFESSIONALS**

To facilitate early intervention in instances of suspected family violence by: supporting and/or providing training for all professionals to increase their skills in identification/assessment, reporting/referral procedures and appropriate responses.

#### **COMMUNITY EDUCATION**

To facilitate the expansion, development and implementation of education and public information programs designed to inform the community of critical family violence issues, heighten community

awareness of resources available to prevent and treat family violence, promote community support for actions directed toward preventing and responding to family violence.

### **ADVOCACY**

To affect the formulation of local, state, and federal policy and legislation relating to all aspects of family violence including funding for programs.

The work of the ten committees focuses on these functions.

### **Operations**

- Continue to maximize the high level of fleet usage
- Continue to purge and destroy old documents and make space for high-density filing systems.

### **2010 BUDGET HIGHLIGHTS**

#### **Staff Development**

- None.

#### **Family Violence Prevention Council**

- Projects of the Family Violence Prevention Council are funded by donations from the community.

### **Operations**

- None.

67 0018 SOCIAL SERVICES/Central Administration

| <u>Title of Position</u>               | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>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            | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b>       |                   | <b>10</b>               | <b>10</b>  | <b>10</b>                 | <b>10</b>                   | <b>10</b>               |
| <b><u>PART TIME</u></b>                |                   |                         |  |                           |                             |                         |
| Keyboard Specialist                    | 8 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>11</b>               | <b>11</b>  | <b>11</b>                 | <b>11</b>                   | <b>11</b>               |

\* Position is a shared position and shared funding with Mental Health Department

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :67 CENTRAL ADMINISTRATION

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                 |                |                                  |                             |                               |                           |
| 0027          | MISCELLANEOUS                       | 62,958          | 66,231         | 54,171                           | 86,513                      | 86,513                        | 86,513                    |
| 0132          | REPAYMENTS OF TANF                  | 1,137,416       | 1,375,408      | 772,322                          | 1,281,251                   | 1,281,251                     | 1,281,251                 |
| 0137          | REPAYMENTS OF ADULTS                |                 |                | -170                             |                             |                               |                           |
| 0549          | CHARGEBACK TO GRANTS                | 452,436         | 384,669        | 222,209                          | 480,743                     | 480,743                       | 480,743                   |
| 0559          | OTHER DEPARTMENTAL CHARGEBACK       | 32,424          | 33,141         | 1,477                            | 5,938                       | 5,938                         | 5,938                     |
| 0814          | CSE PLACEMENTS                      | 59,301          | 56,487         | 35,556                           | 55,000                      | 55,000                        | 55,000                    |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                            | 1,744,535       | 1,915,936      | 1,085,565                        | 1,909,445                   | 1,909,445                     | 1,909,445                 |
| CHARACTER :03 | USE OF MONEY AND PROPERTY           |                 |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS               | 2,991           | 5,659          | 38,406                           | 12,494                      | 12,494                        | 12,494                    |
| 0197          | COMMISSIONS                         | 6,703           | 6,342          | 4,648                            | 7,951                       | 7,951                         | 7,951                     |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 03  | SUBTOTAL                            | 9,694           | 12,001         | 43,054                           | 20,445                      | 20,445                        | 20,445                    |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                 |                |                                  |                             |                               |                           |
| 0213          | SALE OF EQUIPMENT                   | 7               |                |                                  |                             |                               |                           |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 06  | SUBTOTAL                            | 7               |                |                                  |                             |                               |                           |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 59              |                |                                  |                             |                               |                           |
| 0220          | UNCLASSIFIED REVENUES               | 17,019          | 15,353         | 8,371                            | 10,206                      | 10,206                        | 10,206                    |
| 0229          | TRANSFER FROM INSURANCE RESERVE     | 8,188           |                | 20,000                           |                             |                               |                           |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                            | 25,266          | 15,353         | 28,371                           | 10,206                      | 10,206                        | 10,206                    |

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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                  | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :08 | STATE AID                      |                 |                |                                  |                             |                               |                           |
| 0306          | TANF                           |                 |                | 32,833                           |                             |                               |                           |
| 0308          | SOCIAL SERVICES ADMINISTRATION | 7,192,856       | 7,281,581      | 2,972,452                        | 5,203,405                   | 5,173,966                     | 5,173,966                 |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 08  | SUBTOTAL                       | 7,192,856       | 7,281,581      | 3,005,285                        | 5,203,405                   | 5,173,966                     | 5,173,966                 |
| CHARACTER :09 | FEDERAL AID                    |                 |                |                                  |                             |                               |                           |
| 0390          | MEDICAL ASSISTANCE             | 7,288           |                |                                  |                             |                               |                           |
| 0392          | SOCIAL SERVICES ADMINISTRATION | 8,718,505       | 7,836,951      | 6,874,232                        | 10,090,510                  | 10,021,445                    | 10,021,445                |
| 0393          | A 87 FEDERAL REVENUE           | 316,206         | 291,792        | 316,469                          | 675,746                     | 675,746                       | 675,746                   |
| 0399          | SERVICES FOR RECIPIENTS        |                 |                | -145,815                         |                             |                               |                           |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 09  | SUBTOTAL                       | 9,041,999       | 8,128,743      | 7,044,886                        | 10,766,256                  | 10,697,191                    | 10,697,191                |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                       | 18,014,357      | 17,353,614     | 11,207,161                       | 17,909,757                  | 17,811,253                    | 17,811,253                |
| CHARACTER :10 | PERSONAL SERVICE               |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME             | 464,170         | 471,497        | 259,893                          | 467,035                     | 467,035                       | 467,035                   |
| 1500          | SALARIES PART-TIME             | 15,287          | 15,729         | 9,675                            | 16,125                      | 16,125                        | 16,125                    |
| 1940          | OTHER PERSONNEL SERVICES       | 250             | 275            |                                  | 275                         | 275                           | 275                       |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                       | 479,707         | 487,501        | 269,568                          | 483,435                     | 483,435                       | 483,435                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :67 CENTRAL ADMINISTRATION

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS            | 1,415           | 2,603          | 778                              | 2,603                       | 2,603                         | 2,603                     |
| 4319          | OFFICE SUPPLIES                    | 11,779          | 18,000         | 6,437                            | 18,000                      | 12,000                        | 12,000                    |
| 4321          | DPW BLDG SERVICE SUPPLIES          |                 | 600            |                                  | 600                         | 600                           | 600                       |
| 4326          | FUEL AND HEATING SUPPLIES          | 22,697          | 56,955         | 20,490                           | 47,940                      | 47,940                        | 47,940                    |
| 4329          | BLDG AND GROUNDS SUPPLIES          | 14,243          | 14,938         | 10,032                           | 15,000                      | 15,000                        | 15,000                    |
| 4346          | TRAINING AND EDUCATIONAL SUPPLIES  | 1,292           | 1,500          | 533                              | 1,500                       | 1,500                         | 1,500                     |
| 4347          | GAS OIL GREASE AND DIESEL FUEL     | 4,668           | 5,500          | 2,035                            | 5,500                       | 5,500                         | 5,500                     |
| 4349          | MISC OPERATIONAL SUPPLIES          |                 |                | 26                               |                             |                               |                           |
| 4358          | SAFETY SUPPLIES                    | 297             |                | 78                               | 160                         | 160                           | 160                       |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES     | 7,659           | 7,500          |                                  | 6,940                       | 6,940                         | 6,940                     |
| 4411          | POSTAGE AND FREIGHT                | 2,558           | 250            | 214                              | 250                         | 250                           | 250                       |
| 4412          | TELEPHONE                          | 50              | 565            |                                  | 565                         | 565                           | 565                       |
| 4418          | DUES AND MEMBERSHIPS               | 4,996           | 5,196          | 1,039                            | 5,196                       | 5,196                         | 5,196                     |
| 4419          | GENERAL OFFICE EXPENSES            | 3,101           | 9,500          | 2,442                            | 9,500                       | 9,500                         | 9,500                     |
| 4422          | BUILDING AND LAND RENTAL           | 619,968         | 649,900        | 487,425                          | 714,997                     | 714,997                       | 714,997                   |
| 4427          | ELECTRIC CURRENT                   | 134,404         | 155,138        | 92,600                           | 170,600                     | 158,022                       | 158,022                   |
| 4429          | BUILDING AND GROUNDS EXPENSES      | 85,544          | 88,250         | 50,363                           | 88,250                      | 88,250                        | 88,250                    |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 1,546           | 1,000          | 389                              | 1,800                       | 1,000                         | 1,000                     |
| 4449          | OTHER OPERATIONAL EXPENSES         | 1,072           | 1,000          | 240                              | 1,000                       | 1,000                         | 1,000                     |
| 4461          | MILEAGE AND PARKING-LOCAL          | 79              | 210            | 40                               | 210                         | 210                           | 210                       |
| 4462          | TRAVEL HOTEL AND MEALS             | 1,076           | 1,800          | 1,105                            | 1,800                       | 1,300                         | 1,300                     |
| 4463          | EDUCATION AND TRAINING             | 880             | 2,250          | 139                              | 2,250                       | 850                           | 850                       |
| 4465          | NON-EMPLOYEE TRAVEL HOTEL & MEALS  | 2,516           | 3,225          | 1,160                            | 2,871                       | 2,871                         | 2,871                     |
| 4466          | ADVISORY BD/TRUSTEES EXPENSES      | 1,563           | 1,900          | 958                              | 1,900                       | 1,900                         | 1,900                     |
| 4469          | OTHER PERSONAL EXPENSES            | 60              | 60             |                                  | 60                          | 60                            | 60                        |
| 4513          | SOFTWARE MAINTENANCE               | 15,125          | 21,215         | 20,205                           | 22,615                      | 22,615                        | 22,615                    |
| 4516          | HARDWARE RENTAL                    | 5,400           | 3,600          | 2,740                            | 3,600                       | 3,600                         | 3,600                     |
| 4518          | COPYING MACHINE RENTALS            | 11,068          | 25,975         | 18,440                           | 26,486                      | 26,486                        | 26,486                    |
| 4520          | PROPERTY LOSS                      | 7,559           |                |                                  |                             |                               |                           |
| 4523          | INSURANCE CLAIMS                   |                 |                | 20,000                           |                             |                               |                           |
| 4726          | CONTRACTED DATA PROCESSING SERV    |                 | 1,500          |                                  | 1,500                       | 1,500                         | 1,500                     |
| 4747          | OTHER FEES FOR SERVICES            | 47,441          | 45,000         | 16,223                           | 81,200                      | 66,200                        | 66,200                    |
| 4764          | CASH SHORT AND OVER                |                 |                | 10                               |                             |                               |                           |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        | 59              | 300            | 32                               | 300                         | 300                           | 300                       |
| 5011          | DISCOVERY CENTER                   |                 |                |                                  |                             | 10,958                        | 10,958                    |
| 5053          | BROOME CO COOP EXT ASSN            |                 |                |                                  |                             | 397,372                       | 430,835                   |
| 5057          | ACCORD DISPUTE RESOLUTION CENTER   | 11,031          | 11,031         | 11,031                           | 11,031                      | 9,652                         | 9,652                     |
| 5080          | OPPORTUNITIES FOR BROOME           | 32,077          |                | 16,039                           |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                           | 1,053,223       | 1,136,461      | 783,243                          | 1,246,224                   | 1,616,897                     | 1,650,360                 |

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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                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES                 |                 |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK        | 52,481          | 16,197         | 16,197                           | 22,025                      | 22,025                        | 22,025                    |
| 4604          | DPW SECURITY CHARGEBACKS            | 1,041,057       | 1,099,785      | 486,070                          | 1,144,462                   | 1,144,462                     | 1,144,462                 |
| 4605          | COUNTY ATTORNEY CHARGEBACKS         | 910,635         | 1,093,526      | 230,252                          | 1,131,875                   | 1,118,475                     | 1,118,475                 |
| 4606          | TELEPHONE BILLING ACCOUNT           | 17,611          | 18,329         | 8,632                            | 17,516                      | 17,516                        | 17,516                    |
| 4609          | DATA PROCESSING CHARGEBACKS         | 305,381         | 334,937        | 167,469                          | 322,546                     | 322,546                       | 322,546                   |
| 4610          | PERSONAL SERVICES CHARGEBACKS       | 50,317          |                |                                  |                             |                               |                           |
| 4614          | OTHER CHARGEBACK EXPENSES           | 4,147           | 18,335         | 2,228                            | 3,900                       | 3,900                         | 3,900                     |
| 4615          | GASOLINE CHARGEBACK                 | 55,625          | 82,833         | 6,723                            | 58,195                      | 58,195                        | 58,195                    |
| 4616          | FLEET SERVICE CHARGEBACK            | 57,466          | 64,945         | 62,625                           | 61,852                      | 61,852                        | 61,852                    |
| 4617          | DUPLICATING/PRINTING CHARGEBACK     | 36,749          | 44,847         | 26,029                           | 47,004                      | 47,004                        | 47,004                    |
| 4618          | OFFICE SUPPLIES CHARGEBACK          | 109,491         | 140,941        | 73,243                           | 117,665                     | 117,665                       | 117,665                   |
| 4619          | BUILDING SERVICE CHARGEBACK         | 26,788          | 3,000          | 666                              | 3,000                       | 3,000                         | 3,000                     |
| 4626          | TRANSPORTATION SERVICES CHARGEBACKS | 210,034         | 281,787        | 159,390                          | 20,842                      | 20,842                        | 20,842                    |
| 4627          | SINGLE AUDIT CHARGEBACK             | 26,583          | 35,029         |                                  | 36,307                      | 36,307                        | 36,307                    |
| CHARACTER 41  | SUBTOTAL                            | 2,904,365       | 3,234,491      | 1,239,524                        | 2,987,189                   | 2,973,789                     | 2,973,789                 |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS           |                 |                |                                  |                             |                               |                           |
| 6008          | PRINCIPAL ON CAPITAL LEASE          | 14,542          |                |                                  |                             |                               |                           |
| CHARACTER 60  | SUBTOTAL                            | 14,542          |                |                                  |                             |                               |                           |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS            |                 |                |                                  |                             |                               |                           |
| 7005          | INTEREST ON CAPITAL LEASE           | 66,429          |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                            | 66,429          |                |                                  |                             |                               |                           |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :67 CENTRAL ADMINISTRATION

| SUBJECT       | SUBJECT TITLE            | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :80 | EMPLOYEE BENEFITS        |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT         | 39,897          | 51,159         | 20,411                           | 53,630                      | 53,630                        | 53,630                    |
| 8030          | SOCIAL SECURITY          | 35,129          | 37,017         | 19,819                           | 36,962                      | 36,962                        | 36,962                    |
| 8040          | WORKERS COMPENSATION     | 2,952           | 4,826          | 1,522                            | 5,012                       | 5,012                         | 5,012                     |
| 8050          | LIFE INSURANCE           | 207             | 264            | 125                              | 209                         | 209                           | 209                       |
| 8060          | HEALTH INSURANCE         | 187,315         | 87,225         | 49,993                           | 90,935                      | 90,935                        | 90,935                    |
| 8062          | RETIREE HEALTH INSURANCE |                 | 120,869        | 73,884                           | 116,182                     | 116,182                       | 116,182                   |
| 8063          | DISABILITY INSURANCE     | 1,021           | 840            | 585                              | 1,032                       | 1,032                         | 1,032                     |
| 8070          | UNEMPLOYMENT INSURANCE   | 1,362           |                |                                  |                             |                               |                           |
| CHARACTER 80  | SUBTOTAL                 | 267,883         | 302,200        | 166,339                          | 303,962                     | 303,962                       | 303,962                   |
| TYPE X        | SUBTOTAL                 | 4,786,149       | 5,160,653      | 2,458,674                        | 5,020,810                   | 5,378,083                     | 5,411,546                 |
| DIVISION 67   | SUBTOTAL                 | 13,228,208      | 12,192,961     | 8,748,487                        | 12,888,947                  | 12,433,170                    | 12,399,707                |

**SOCIAL SERVICES - 67**  
**Administrative Services - 68**

**MISSION STATEMENT**

The Administrative Services Unit of the Department of Social Services ensures the department's compliance with fiscal and operation policies dictated by the federal and state governments regarding claims, and revenue. It is this department's goal to assist our County government in understanding and pursuing the most advantageous use of our welfare funding.

**DESCRIPTION**

Administrative Services is responsible for a variety of functions. Included are: budget preparation, fiscal planning, accounting, security, operations management, resources, third party health insurance, and personnel as provided for in Article XVII (1) (a) of the New York State Constitution, and various sections, Title 18 of the New York State Code Rules and Regulations.

**2010 OBJECTIVES**

- Prepare a budget that will meet the needs of our clients and be financially sound.
- Provide timely and accurate payments to clients and to providers on behalf of our clients in all program areas.
- Prepare monthly claims for state and federal reimbursement of program and administrative expenditures.
- To assist external auditors in their audit of department records.
- Maintain individual personnel files for all employees which includes: personnel data records (PDR), leave of absences and disability forms, bi-weekly payroll, and computerized sick and vacation records for more accurate and efficient record keeping.

**2010 BUDGET HIGHLIGHTS**

- Ongoing reengineering effort to focus on efficiencies and cost reductions.
- Continue department wide imaging program to increase efficiencies and reduce dependence on paper files.
- Fiscal measurement reporting has been rolled out and will continue to be reviewed on a monthly basis.
- Continue documenting and updating all financial processes to enhance departmental controls and to optimize process efficiencies.



## 67 0026 SOCIAL SERVICES/Administrative Services

| <u>Title of Position</u>                        | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>                         |                   |                         |  |                           |                             |                         |
| Deputy Comm. of Social Services/Admin. Services | G Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Accounting Supervisor Grade A                   | 21 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Accountant                               | 18 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Accountant (County)                             | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Resource Consultant                             | 14 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Computer Operator                               | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Principal Account Clerk                         | 13 CSEA           | 3                       | 4  | 4                         | 4                           | 4                       |
| Secretary                                       | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Account Clerk                            | 9 CSEA            | 6                       | 6  | 6                         | 6                           | 6                       |
| Keyboard Specialist                             | 8 CSEA            | 2                       | 2  | 2                         | 2                           | 2                       |
| Senior Clerk                                    | 8 CSEA            | 4                       | 4  | 4                         | 4                           | 4                       |
| Account Clerk                                   | 7 CSEA            | 2                       | 1  | 1                         | 1                           | 1                       |
| Clerk   | 6 CSEA            | 0                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b>                |                   | <b>24</b>               | <b>25</b>  | <b>25</b>                 | <b>25</b>                   | <b>25</b>               |
| <b><u>PART TIME</u></b>                         |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b>                |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>                          |                   | <b>24</b>               | <b>25</b>  | <b>25</b>                 | <b>25</b>                   | <b>25</b>               |

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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 :68 ADMINISTRATIVE SERVICES

| SUBJECT       | SUBJECT TITLE                  | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :10 | PERSONAL SERVICE               |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME             | 720,118         | 820,539        | 493,908                          | 897,432                     | 897,432                       | 897,432                   |
| 1700          | SALARIES OVERTIME              | 159             | 3,090          | 164                              | 3,090                       | 1,090                         | 1,090                     |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                       | 720,277         | 823,629        | 494,072                          | 900,522                     | 898,522                       | 898,522                   |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES       |                 |                |                                  |                             |                               |                           |
| 4319          | OFFICE SUPPLIES                | 7,691           | 7,910          | 3,541                            | 7,910                       | 7,910                         | 7,910                     |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES |                 | 700            |                                  | 700                         | 700                           | 700                       |
| 4419          | GENERAL OFFICE EXPENSES        | 79              | 600            |                                  | 600                         | 600                           | 600                       |
| 4462          | TRAVEL HOTEL AND MEALS         | 1,922           | 2,750          | 1,911                            | 2,750                       | 2,750                         | 2,750                     |
| 4463          | EDUCATION AND TRAINING         | 269             | 3,975          | 139                              | 3,975                       | 975                           | 975                       |
| 4901          | DAY TRIP MEAL REIMBURSEMENT    | 78              | 250            | 16                               | 250                         | 250                           | 250                       |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40  | SUBTOTAL                       | 10,039          | 16,185         | 5,607                            | 16,185                      | 13,185                        | 13,185                    |
| CHARACTER :41 | CHARGEBACK EXPENSES            |                 |                |                                  |                             |                               |                           |
| 4606          | TELEPHONE BILLING ACCOUNT      | 10,739          | 11,219         | 4,742                            | 9,512                       | 9,512                         | 9,512                     |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                       | 10,739          | 11,219         | 4,742                            | 9,512                       | 9,512                         | 9,512                     |
| CHARACTER :80 | EMPLOYEE BENEFITS              |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT               | 60,009          | 86,480         | 39,173                           | 99,958                      | 99,958                        | 99,958                    |
| 8030          | SOCIAL SECURITY                | 52,614          | 63,009         | 35,800                           | 68,889                      | 68,889                        | 68,889                    |
| 8040          | WORKERS COMPENSATION           | 5,030           | 8,159          | 2,572                            | 9,341                       | 9,341                         | 9,341                     |
| 8050          | LIFE INSURANCE                 | 416             | 576            | 286                              | 475                         | 475                           | 475                       |
| 8060          | HEALTH INSURANCE               | 369,979         | 221,841        | 121,706                          | 225,538                     | 225,538                       | 225,538                   |
| 8062          | RETIREE HEALTH INSURANCE       |                 | 223,342        | 138,190                          | 205,538                     | 205,538                       | 205,538                   |
| 8063          | DISABILITY INSURANCE           | 2,535           | 2,520          | 1,726                            | 2,838                       | 2,838                         | 2,838                     |
| 8070          | UNEMPLOYMENT INSURANCE         | 1,296           |                |                                  |                             |                               |                           |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                       | 491,879         | 605,927        | 339,453                          | 612,577                     | 612,577                       | 612,577                   |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                       | 1,232,934       | 1,456,960      | 843,874                          | 1,538,796                   | 1,533,796                     | 1,533,796                 |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DIVISION 68   | SUBTOTAL                       | -1,232,934      | -1,456,960     | -843,874                         | -1,538,796                  | -1,533,796                    | -1,533,796                |

**SOCIAL SERVICES - 67****Support Services - 69****MISSION STATEMENT****Master Control**

To provide vital, diversified service to all divisions in the department.

**Quality Assurance Unit**

To conduct independent reviews of temporary assistance, food stamps, and medical assistance cases to insure that correct policy and procedure is being utilized, to maximize state and federal reimbursement, to provide program managers with information as to improving work quality through training or policy/procedure change.

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

The Child Support Enforcement Unit (CSEU) and the Support Collection Unit (SCU) are responsible for establishing and enforcing support orders against legally responsible relatives, and on behalf of public assistance applicants/recipients, as well as for non-applicant/recipient individuals who make application for child support services. These units are also responsible for establishment of paternity for all children born out of wedlock for these applicants as well, as necessary. The CSEU also has a responsibility to secure a court order for third party health insurance on behalf of all children in receipt of public assistance and Medicaid only benefits. Additionally, the SCU has primary responsibility to collect, monitor, and enforce all support as ordered made payable through it by any court of competent jurisdiction.

**Medical Services**

Within the scope of the Medicaid program provide access to appropriate, quality health care services for the Medicaid recipient by directing recipients to health and education services, identify trends

and needs in the community health care system, work collaboratively with community providers to develop programs and health services, maximize all payer sources as well as federally supported categories of medical assistance.

**Welfare Management System (WMS)**

The Welfare Management System (WMS) Division administers local Department of Social Services electronic data processing and Administrative systems. This division also coordinates the interface between the WMS, the Medicaid Management Information System (MMIS), the Electronic Medicaid Eligibility Verification System (EMEVS), the Electronic Benefit Issuance Control Subsystem (EBICS), the Client Notice System (CNS), and in the mechanism for issuance of the Common Benefit Identification Card (CBIC).

Additionally, the division maintains the overall responsibility for all Electronic Data Processing (EDP) procedures that affect the department, including maximizing the efficiency of the department by designing and implementing personal computer applications. Electronic Benefit Transfer (EBT) Electronic procedure that allows recipients the ability to redeem benefits directly from authorized vendors and ATM machines. The Welfare Management System is authorized under Title 18, Part 655.1, Chapter 2 subchapter g, of the New York State Social Services Law.

**DESCRIPTION****Master Control**

This unit prepares public assistance, non-public assistance food stamps, and Medicaid applications for eligibility appointments for incoming clients, assigning case numbers, and entering each one into the master control database. Master control prepares statistical reports, orders and distributes state and local forms and provides County agencies with client identification numbers and Medicaid eligibility

dates. This unit is responsible for checking obituaries and issues notices to various divisions within the department. Master Control is responsible for the agency telephone switchboard and is the records custodian for all active, ancillary, and closed public assistance, non-public assistance food stamps, and Medicaid cases. The unit also houses two scanning stations and is responsible for scanning all temporary assistance openings and denials, all front end Medicaid denials, welfare to work paperwork, temporary assistance recertification and miscellaneous paperwork from TA undercare. The Master Control staff is also responsible for the finger imaging of all applicants for the assistance programs, and the issuing of benefit cards for expedited food stamps, public assistance, and Medicaid applicants.

#### **Quality Assurance Unit**

The Quality Control Specialist conducts a variety of audits including social security number validations/corrections and interstate matches – the Public Assistance Recipient Information System (PARIS) and the Quarterly Electronic Benefit Transfer (Q BET) Match. The Quality Assurance Unit is responsible for verifying and eliminating duplicate Client Identification Numbers (CIN's). The QA unit conducts an annual Food Stamp Management Evaluation review for the federal government which consists of auditing 25 temporary assistance/food stamp cases and a review of agency food stamp policies and procedures. The coordinator completes monthly edits of the client new hire lists and completes a quarterly review of assistance program applications for supervisory and worker signatures. The QC specialist also provides statistical and analytical information to administrative personnel.

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

CSEU: location of non-custodial parents (NCP), financial investigation of NCP, health insurance investigation, non-support and/or paternity petition preparation and filing, arrange (County provided) legal

representation as necessary and appropriate, assistance with identifying and obtaining any and all supportive information or documentation, preparation of any and all other documentation as necessary, monitor and maintain case, update and re-investigate as needed. SCU: Receive order of support from various courts, create and maintain support account, collect and disburse support payments, prepare and file non-payment violation petitions. Submits accounts for eligible enforcement processes, including but not limited to income execution for immediate wage withholding, federal and NYS Tax Intercept, property execution, and revocation of driving privileges.

#### **2010 OBJECTIVES**

##### **Master Control**

- Continue to reorganize current case activity files and provide ongoing records management for Social Services case documents.
- Provide support services for Public Assistance, Medical Assistance, and Non-Public Assistance Food Stamp case preparation and department-wide telephone support.
- Continue inputting case numbers and corresponding information into the new database.
- Continue scanning Temporary Assistance and Food Stamp cases as they close and/or are denied to aid in our space problem

##### **Quality Assurance Unit**

- Greater anticipated savings for Broome County.
- Provide case integrity by ensuring information is verified and accurate

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

- To meet or exceed federal and New York State mandated performances measures through intensive review of cases identified by NYS's Department of Child Support Enforcement. Review of over 1,285 cases will result in additional petition filings for paternity and support, in addition to securing court orders for third party health insurance and day care expenses. Securing orders for child support, health insurance and the payment of day care expenses are a potential cost avoidance for Broome County.

### **Medical Services**

- Maintain operations of the Mandatory Medicaid Managed Care Program that allows for increased access to primary care services for the TANF, Safety Net, and SSI populations.
- Implement the Mandatory Managed Care Enrollment for the SSI population.
- Continue the operations of the Managed Care Enrollment Team to provide information to clients about Mandatory Managed Care and Family Health Plus benefits, plan options and provider networks so clients are able to make an informed choice and avoid auto assignments into managed care plans.
- Process eligibility for the Prenatal Care Assistance Program and Family Planning Benefit Program recipients.

### **Welfare Management System (WMS)**

- Continue implementation of various applications including Connections (Build 18) and voice recognition software.
- Develop applications for the Viking.
- Implement records imaging solution for the department.
- Continue Human Services Enterprise Network (HSEN) Development to fully integrate the state and local systems.
- Continue development of reports using the Sidney on SQL Server and COGNOS Impromptu.
- Process all applications and authorizations in data entry within a 24 to 36 hour timeframe.

## **2010 BUDGET HIGHLIGHTS**

### **Master Control**

- Provide case file management support for 12,000 Assistance Program applicants
- File 28,000 active and closed Assistance Program case activity folders
- Scan, index, commit, and quality control assurance for 175,000 documents per month

### **Quality Assurance Unit**

- Greater anticipated savings for Broome County

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

- Increase the unit's Paternity Establishment Percentage (PEP) from 92.72% to 95.00%. The minimum federal performance standard for this category is 90.00%.
- Increase the unit's Support Enforcement Performance (SEP) to meet or exceed the minimum federal performance standard of 80%. Broome is currently at 86.67%.

### **Medical Services**

- By December 31, 2010 targeted enrollment for Broome's Medicaid Managed Care Program: 20,000 mandatory enrollees, pending plan capacity.
- By December 31, 2010 targeted enrollment for Family Health Plus: 2,700.
- Maintain health plan auto-assignments rate below 20% of total enrollment.
- Determine presumptive eligibility for 1,000 Prenatal Care Assistance Program recipients: 85% of the eligibility determinations will be conducted in the first trimester of pregnancy.

### **Welfare Management System (WMS)**

- Provide 19,297 authorizations per month
- Perform 385,940 transactions per month

## 67 0034 SOCIAL SERVICES/Support Services

| <u>Title of Position</u>                 | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|--|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>                  |                   |                         |  |                           |                             |                         |
| Welfare Management Systems Coordinator   | 20 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Coordinator of Child Support Enforcement | 20 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Supervising Support Investigator         | 17 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Support Collection Supervisor            | 17 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Coordinator of Volunteer Services        | 16 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Support Investigator              | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Assistant Support Collection Supervisor  | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Family Courts Liaison                    | 12 CSEA           | 2                       | 2  | 2                         | 2                           | 2                       |
| Social Services Examiner                 | 11 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Support Investigator                     | 11 CSEA           | 10                      | 10   | 10                        | 10                          | 10                      |
| Child Support Specialist                 | 9 CSEA            | 5                       | 5  | 5                         | 5                           | 5                       |
| Senior Account Clerk                     | 9 CSEA            | 2                       | 2  | 2                         | 2                           | 2                       |
| Data Entry Machine Operator              | 8 CSEA            | 5                       | 5  | 5                         | 5                           | 5                       |
| Keyboard Specialist                      | 8 CSEA            | 3                       | 3  | 3                         | 3                           | 3                       |
| Senior Clerk                             | 8 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Account Clerk                            | 7 CSEA            | 3                       | 3  | 3                         | 3                           | 3                       |
| Telephone Operator                       | 7 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Clerk                                    | 6 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b>         |                   | <b>41</b>               | <b>41</b>  | <b>41</b>                 | <b>41</b>                   | <b>41</b>               |
| <b><u>PART TIME</u></b>                  |                   |                         |  |                           |                             |                         |
| Systems Analyst                          | 24 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Part-Time Positions</b>         |                   | <b>1</b>                | <b>1</b>   | <b>1</b>                  | <b>1</b>                    | <b>1</b>                |
| <b>TOTAL POSITIONS</b>                   |                   | <b>42</b>               | <b>42</b>  | <b>42</b>                 | <b>42</b>                   | <b>42</b>               |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :69 SUPPORT SERVICES

| SUBJECT       | SUBJECT TITLE                  | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :10 | PERSONAL SERVICE               |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME             | 1,297,628       | 1,359,571      | 826,526                          | 1,393,343                   | 1,393,343                     | 1,393,343                 |
| 1500          | SALARIES PART-TIME             | 43,615          | 44,904         | 28,310                           | 46,231                      | 46,231                        | 46,231                    |
| 1700          | SALARIES OVERTIME              | 15,774          | 23,790         | 15,213                           | 22,625                      | 22,625                        | 22,625                    |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                       | 1,357,017       | 1,428,265      | 870,049                          | 1,462,199                   | 1,462,199                     | 1,462,199                 |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES       |                 |                |                                  |                             |                               |                           |
| 4319          | OFFICE SUPPLIES                | 28,133          | 32,000         | 16,796                           | 32,000                      | 32,000                        | 32,000                    |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES | 16,523          | 34,980         | 13,371                           | 34,980                      | 24,980                        | 24,980                    |
| 4411          | POSTAGE AND FREIGHT            | 950             | 950            | 974                              | 974                         | 974                           | 974                       |
| 4419          | GENERAL OFFICE EXPENSES        | 564             | 200            | 112                              | 200                         | 200                           | 200                       |
| 4462          | TRAVEL HOTEL AND MEALS         | 1,293           | 1,800          | 1,266                            | 1,800                       | 1,800                         | 1,800                     |
| 4463          | EDUCATION AND TRAINING         | 269             | 650            | 139                              | 650                         | 650                           | 650                       |
| 4469          | OTHER PERSONAL EXPENSES        |                 | 175            | 12                               | 150                         | 150                           | 150                       |
| 4518          | COPYING MACHINE RENTALS        | 2,592           | 6,769          | 4,413                            | 6,769                       | 6,769                         | 6,769                     |
| 4703          | LAB SERVICES                   | 25,400          | 29,000         | 15,750                           | 26,000                      | 26,000                        | 26,000                    |
| 4901          | DAY TRIP MEAL REIMBURSEMENT    |                 | 200            |                                  | 200                         | 200                           | 200                       |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40  | SUBTOTAL                       | 75,724          | 106,724        | 52,833                           | 103,723                     | 93,723                        | 93,723                    |
| CHARACTER :41 | CHARGEBACK EXPENSES            |                 |                |                                  |                             |                               |                           |
| 4606          | TELEPHONE BILLING ACCOUNT      | 21,608          | 21,089         | 11,611                           | 16,257                      | 16,257                        | 16,257                    |
| 4614          | OTHER CHARGEBACK EXPENSES      | 13,686          | 20,000         | 8,169                            | 17,462                      | 17,462                        | 17,462                    |
|               |                                | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                       | 35,294          | 41,089         | 19,780                           | 33,719                      | 33,719                        | 33,719                    |



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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              | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|----------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS  |                 |                |                                  |                             |                               |                           |
| 6008          | PRINCIPAL ON CAPITAL LEASE | 3,301           |                |                                  |                             |                               |                           |
| CHARACTER 60  | SUBTOTAL                   | 3,301           |                |                                  |                             |                               |                           |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS   |                 |                |                                  |                             |                               |                           |
| 7005          | INTEREST ON CAPITAL LEASE  | 676             |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                   | 676             |                |                                  |                             |                               |                           |
| CHARACTER :80 | EMPLOYEE BENEFITS          |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT           | 112,909         | 149,968        | 68,659                           | 159,581                     | 159,581                       | 159,581                   |
| 8030          | SOCIAL SECURITY            | 98,116          | 109,260        | 62,872                           | 111,857                     | 111,857                       | 111,857                   |
| 8040          | WORKERS COMPENSATION       | 8,729           | 14,148         | 4,460                            | 15,168                      | 15,168                        | 15,168                    |
| 8050          | LIFE INSURANCE             | 785             | 1,008          | 519                              | 779                         | 779                           | 779                       |
| 8060          | HEALTH INSURANCE           | 487,618         | 380,337        | 228,815                          | 395,048                     | 395,048                       | 395,048                   |
| 8062          | RETIREE HEALTH INSURANCE   |                 | 190,308        | 130,462                          | 160,247                     | 160,247                       | 160,247                   |
| 8063          | DISABILITY INSURANCE       | 4,584           | 4,320          | 2,881                            | 4,644                       | 4,644                         | 4,644                     |
| 8070          | UNEMPLOYMENT INSURANCE     | 3,318           |                | 4,235                            |                             |                               |                           |
| CHARACTER 80  | SUBTOTAL                   | 716,059         | 849,349        | 502,903                          | 847,324                     | 847,324                       | 847,324                   |
| TYPE X        | SUBTOTAL                   | 2,188,071       | 2,425,427      | 1,445,565                        | 2,446,965                   | 2,436,965                     | 2,436,965                 |
| DIVISION 69   | SUBTOTAL                   | -2,188,071      | -2,425,427     | -1,445,565                       | -2,446,965                  | -2,436,965                    | -2,436,965                |

## **SOCIAL SERVICES - 67**

### **Certification - 70**

**(Includes Public Assistance, Medical Assistance, Food Stamps, Welfare to Work and Child Assistance Program)**

## **MISSION STATEMENT**

### **Temporary Assistance**

To determine initial and continuing eligibility for cash grant programs, including emergency assistance, within statutory time limits and ensuring program integrity; to utilize diversion such as one time cash assistance or referral to other programs/benefits. To enable recipients to achieve self-sufficiency by utilizing aggressive case management with the assistance of the Welfare to Work unit. Temporary assistance is administered under the authority of the New York State Social Services Law and Title 18 of the New York Code of Rules and Regulations.

### **Medical Assistance**

To determine initial and continuing eligibility for medical assistance, within statutory time limits, responsively and accurately to facilitate self-sufficiency; to utilize third party health insurance and Medicare benefits; to maximize federal reimbursement through the utilization of federal categories; to involve eligible Medicaid recipients in managed care. Medical assistance is administered under the authority of the New York State Health Department Law and Title 18 of the New York Code of Rules and Regulations.

### **Food Stamps**

To determine initial and continuing eligibility for food stamps, within statutory time limits, responsively and accurately; to refer appropriate food stamp recipients to the Welfare to Work unit for participation in employment programs to facilitate self-sufficiency; to increase participation in the program in line with New York State directives; to

comply with additional NYS program initiatives such as e-filing, and other facilitated application services; to comply with current program requirements of Automated Finger Imaging, Electronic Benefit Transfer and Home Energy Assistance Program (HEAP). Food stamps are administered under the authority of the New York State Social Services Law, Title 18 of the New York Code of Rules and Regulations, and Title 7 of the United States Code of Rules and Regulations.

### **Welfare to Work**

To enable applicants and recipients of public assistance and food stamps to achieve their maximum level of self-support through the provision of the services, training, education, and supportive services needed to help them overcome barriers to employment and meet the mandates of federal welfare reform legislation. Programs include work experience, job search, job development and on the job training. The departments' welfare to work program also includes the Food Stamp Employment and Training Program.

## **2010 OJECTIVES**

For all assistance programs areas: To make a renewed effort to establish the most efficient business processes to ensure our expanding caseload is well served at our current staffing levels.

### **Temporary Assistance**

- Reduce the need for temporary assistance by assisting applicants in achieving self-sufficiency through diversion.
- Ensure assessment and participation of clients in work programs through integration with the Welfare to Work unit.
- Ensure Temporary Assistance applicants are provided benefits in a professional, efficient manner within prescribed timeframes.

### **Medical Assistance**

- Defray costs by maximizing other health care alternatives such as third party insurance, managed care, Medicare, and community clinics.
- Change eligibility process to the “application assistance” model to enhance access to public health insurance programs.
- Continue public relations campaign with community providers.

### **Food Stamps**

- Increase client participation in the program as mandated by New York State directives including the Working Families Initiative.
- Maintain program integrity and statutory timeframes for case determination.
- Ensure compliance with all applicable regulatory requirements.

### **Welfare to Work**

- Continually monitor processes and work activities to ensure efforts assist the agency in meeting participation rates mandated by state and federal legislation.

- Promote and implement policies that will immediately engage all employable applicants in work activities that will lead to the elimination or reduction in their need for Public Assistance and/or Food Stamps.
- Interface Welfare to Work and other assistance program staff and community agencies to coordinate Welfare to Work activities.

## **2010 BUDGET HIGHLIGHTS**

### **Temporary Assistance**

- Require 100% of employable applicants to participate in welfare to work activities within 5 days of application.
- Divert 15% of new applicants to other resources to eliminate the need for Temporary Assistance.
- Continue to refer 100% of new applicants to the FEDS/EVR process.

### **Medical Assistance**

- Refer 100% of eligible Medicaid recipients to managed care programs.
- Make initial determinations for chronic care Medicaid within the state statutory time frame of 90 days from application.
- Make initial determinations for community Medicaid within the state statutory time frame of 45 days from application date.

### **Food Stamps**

- Maintain determinations for Food Stamps within the NYS statutory time limit of 30 days from application date.
- Review and process 100% of Food Stamp applications eligible for expedited service within 5 business days.
- Bring error rate to state acceptable standards through enhanced quality control and staff training.

### **Welfare to Work**

- Engage 50% of the TANF recipients in employment or work activities
- Enable 600 recipients to secure employment
- Outreach to local employers and educate them on transitional services available to low income households

- Secure SSI/SSD for 150 disabled TANF and Safety Net recipients.

## 67 0042 SOCIAL SERVICES/Certification

| <u>Title of Position</u>               | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|--|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>                |                   |                         |  |                           |                             |                         |
| Deputy Commissioner of Social Services | E Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Head Social Services Examiner          | 21 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Employment Coordinator          | 21 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Employment Coordinator                 | 18 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Office Manager                         | 16 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Case Supervisor Grade B                | 20 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Caseworker                      | 18 CSEA           | 2                       | 2  | 2                         | 2                           | 2                       |
| Principal Social Services Examiner     | 17 CSEA           | 6                       | 6  | 6                         | 6                           | 6                       |
| Quality Control Coordinator            | 17 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Caseworker/Trainee                     | 16/14 CSEA        | 12                      | 12   | 12                        | 12                          | 12                      |
| Job Developer                          | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary                              | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Social Services Examiner        | 13 CSEA           | 16                      | 16   | 16                        | 16                          | 16                      |
| Social Services Examiner               | 11 CSEA           | 29                      | 28   | 28                        | 28                          | 28                      |
| Community Services Worker              | 8 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Keyboard Specialist                    | 8 CSEA            | 4                       | 4  | 4                         | 4                           | 4                       |
| Clerk                                  | 6 CSEA            | <u>2</u>                | <u>2</u>   | <u>2</u>                  | <u>2</u>                    | <u>2</u>                |
| <b>Total Full-Time Positions</b>       |                   | <b>81</b>               | <b>80</b>  | <b>80</b>                 | <b>80</b>                   | <b>80</b>               |
| <b><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>81</b>               | <b>80</b>  | <b>80</b>                 | <b>80</b>                   | <b>80</b>               |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :70 CERTIFICATION

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 1,033           |                |                                  |                             |                               |                           |
| CHARACTER 07  | SUBTOTAL                            | 1,033           |                |                                  |                             |                               |                           |
| TYPE R        | SUBTOTAL                            | 1,033           |                |                                  |                             |                               |                           |
| CHARACTER :10 | PERSONAL SERVICE                    |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                  | 2,924,847       | 3,129,032      | 1,888,553                        | 3,161,798                   | 3,161,798                     | 3,161,798                 |
| 1700          | SALARIES OVERTIME                   | 10,807          | 5,800          | 1,544                            | 5,800                       | 5,800                         | 5,800                     |
| 1930          | STAND-BY PAY                        | 40              |                | 80                               |                             |                               |                           |
| CHARACTER 10  | SUBTOTAL                            | 2,935,694       | 3,134,832      | 1,890,177                        | 3,167,598                   | 3,167,598                     | 3,167,598                 |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES            |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS             | 126             | 125            |                                  | 125                         | 125                           | 125                       |
| 4319          | OFFICE SUPPLIES                     | 21,774          | 22,000         | 15,016                           | 22,000                      | 22,000                        | 22,000                    |
| 4329          | BLDG AND GROUNDS SUPPLIES           | 279             | 340            | 323                              | 283                         | 283                           | 283                       |
| 4411          | POSTAGE AND FREIGHT                 |                 |                | 42                               |                             |                               |                           |
| 4419          | GENERAL OFFICE EXPENSES             | 4,795           | 6,846          | 4,933                            | 6,846                       | 6,846                         | 6,846                     |
| 4422          | BUILDING AND LAND RENTAL            | 72,902          | 65,629         | 42,943                           | 64,406                      | 64,406                        | 64,406                    |
| 4429          | BUILDING AND GROUNDS EXPENSES       | 14,376          | 12,883         | 3,177                            | 16,104                      | 16,104                        | 16,104                    |
| 4449          | OTHER OPERATIONAL EXPENSES          | 57              | 19             | 31                               | 19                          | 19                            | 19                        |
| 4461          | MILEAGE AND PARKING-LOCAL           | 2,159           | 2,380          |                                  | 2,380                       | 1,380                         | 1,380                     |
| 4462          | TRAVEL HOTEL AND MEALS              | 181             | 675            | 262                              | 675                         | 400                           | 400                       |
| 4463          | EDUCATION AND TRAINING              | 149             | 875            |                                  | 675                         | 150                           | 150                       |
| 4901          | DAY TRIP MEAL REIMBURSEMENT         | 245             | 200            | 72                               | 200                         | 200                           | 200                       |
| CHARACTER 40  | SUBTOTAL                            | 117,043         | 111,972        | 66,799                           | 113,713                     | 111,913                       | 111,913                   |

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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 :70 CERTIFICATION

| SUBJECT       | SUBJECT TITLE               | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-----------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES         |                 |                |                                  |                             |                               |                           |
| 4604          | DPW SECURITY CHARGEBACKS    | 15,159          | 14,333         |                                  | 14,262                      | 14,262                        | 14,262                    |
| 4606          | TELEPHONE BILLING ACCOUNT   | 53,937          | 54,067         | 27,081                           | 36,659                      | 36,659                        | 36,659                    |
| 4619          | BUILDING SERVICE CHARGEBACK |                 |                | 28                               |                             |                               |                           |
|               |                             | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                    | 69,096          | 68,400         | 27,109                           | 50,921                      | 50,921                        | 50,921                    |
| CHARACTER :80 | EMPLOYEE BENEFITS           |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT            | 245,164         | 329,152        | 151,339                          | 351,605                     | 351,605                       | 351,605                   |
| 8030          | SOCIAL SECURITY             | 217,263         | 239,815        | 139,420                          | 242,321                     | 242,321                       | 242,321                   |
| 8040          | WORKERS COMPENSATION        | 22,859          | 31,150         | 9,789                            | 32,859                      | 32,859                        | 32,859                    |
| 8050          | LIFE INSURANCE              | 1,475           | 1,944          | 972                              | 1,463                       | 1,463                         | 1,463                     |
| 8060          | HEALTH INSURANCE            | 969,514         | 661,784        | 363,266                          | 633,300                     | 633,300                       | 633,300                   |
| 8062          | RETIREE HEALTH INSURANCE    |                 | 476,896        | 310,667                          | 366,902                     | 366,902                       | 366,902                   |
| 8063          | DISABILITY INSURANCE        | 9,366           | 9,120          | 5,988                            | 9,546                       | 9,546                         | 9,546                     |
| 8070          | UNEMPLOYMENT INSURANCE      | 8,667           |                | 15,350                           |                             |                               |                           |
|               |                             | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                    | 1,474,308       | 1,749,861      | 996,791                          | 1,637,996                   | 1,637,996                     | 1,637,996                 |
|               |                             | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                    | 4,596,141       | 5,065,065      | 2,980,876                        | 4,970,228                   | 4,968,428                     | 4,968,428                 |
|               |                             | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DIVISION 70   | SUBTOTAL                    | -4,595,108      | -5,065,065     | -2,980,876                       | -4,970,228                  | -4,968,428                    | -4,968,428                |

## **SOCIAL SERVICES - 67**

### **Services - 71**

#### **MISSION STATEMENT**

The Services Division provides support, counseling, case management, and case planning to children, adults, and families whose health and safety are at risk due to abuse, neglect, maltreatment, or dysfunction.

#### **DESCRIPTION**

Whenever possible, services are provided to prevent out of home placement. If placement out of the home is required, the lowest level of care, that is appropriate, is sought for the shortest duration possible. Services are provided in accordance with federal and state mandates, laws, and regulations. Service includes the following areas: child protective services, adult protective services, foster care, day care, adoption, preventive, home-finding, and auxiliary services.

#### **2010 OBJECTIVES**

- Investigate all reports of child abuse and neglect
- Provide supportive and rehabilitative services to families whose health and safety is at risk and to reduce the likelihood of out of home placement and hard to place individuals
- Promote permanency for all children in care
- Provide affordable quality child care to low income families.
- Provide services to victims of domestic violence
- Implement performance improvement plans for child welfare outcomes and Title IV-E determinations
- Continue to implement computer systems in adult services, connections, and day care

#### **2010 BUDGET HIGHLIGHTS**

- Decrease care days
- Decrease detention days
- Continue successful Preventive Program
- Investigate 4,800 reports of child abuse and neglect
- Investigate 600 reports of adult abuse and neglect
- Provide services to 3,000 cases per month
- Provide purchase of services to 400 cases per month
- Free 35 children for adoption
- Place 40 children for adoption
- Provide day care to 1,300 children per month
- Reduce residential placement by 9-18 children



## 67 0059 SOCIAL SERVICES/Services

| <u>Title of Position</u>           | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|------------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                   |                   |                         |  |                           |                             |                         |
| Deputy Comm. of Social Services    | E Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Case Supervisor Grade A            | 23 BAPA           | 2                       | 2  | 2                         | 2                           | 2                       |
| Office Manager                     | 16 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Case Supervisor Grade B            | 20 CSEA           | 12                      | 13   | 14                        | 13                          | 13                      |
| Senior Caseworker                  | 18 CSEA           | 21                      | 22   | 21                        | 22                          | 22                      |
| Principal Social Services Examiner | 17 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Caseworker/Trainee                 | 16/14 CSEA        | 61                      | 65   | 65                        | 65                          | 65                      |
| Secretary                          | 13 CSEA           | 2                       | 2  | 2                         | 2                           | 2                       |
| Social Services Examiner           | 11 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Account Clerk               | 9 CSEA            | 2                       | 2  | 2                         | 2                           | 2                       |
| Community Service Worker           | 8 CSEA            | 6                       | 6  | 6                         | 6                           | 6                       |
| Keyboard Specialist                | 8 CSEA            | <u>7</u>                | <u>7</u>   | <u>7</u>                  | <u>7</u>                    | <u>7</u>                |
| <b>Total Full-Time Positions</b>   |                   | <b>117</b>              | <b>123</b>   | <b>123</b>                | <b>123</b>                  | <b>123</b>              |
| <b>PART TIME</b>                   |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b>   |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>             |                   | <b>117</b>              | <b>123</b>   | <b>123</b>                | <b>123</b>                  | <b>123</b>              |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :71 SERVICES

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 50              |                |                                  |                             |                               |                           |
| CHARACTER 07  | SUBTOTAL                            | 50              |                |                                  |                             |                               |                           |
| TYPE R        | SUBTOTAL                            | 50              |                |                                  |                             |                               |                           |
| CHARACTER :10 | PERSONAL SERVICE                    |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                  | 4,647,308       | 5,160,852      | 3,133,327                        | 5,353,033                   | 5,349,984                     | 5,349,984                 |
| 1600          | SALARIES TEMPORARY                  | 32,703          | 35,000         | 27,446                           | 56,820                      | 35,000                        | 35,000                    |
| 1700          | SALARIES OVERTIME                   | 123,150         | 104,810        | 77,529                           | 107,954                     | 107,954                       | 107,954                   |
| 1930          | STAND-BY PAY                        | 14,644          | 14,820         | 7,750                            | 14,820                      | 14,820                        | 14,820                    |
| CHARACTER 10  | SUBTOTAL                            | 4,817,805       | 5,315,482      | 3,246,052                        | 5,532,627                   | 5,507,758                     | 5,507,758                 |
| CHARACTER :20 | EQUIPMENT AND CAPITAL OUTLAY        |                 |                |                                  |                             |                               |                           |
| 2120          | OFFICE FURNITURE                    |                 | 24,000         |                                  |                             |                               |                           |
| CHARACTER 20  | SUBTOTAL                            |                 | 24,000         |                                  |                             |                               |                           |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES            |                 |                |                                  |                             |                               |                           |
| 4319          | OFFICE SUPPLIES                     | 16,077          | 15,050         | 8,344                            | 15,050                      | 15,050                        | 15,050                    |
| 4341          | MOTOR EQUIPMENT SUPPLIES            |                 | 500            | 80                               | 500                         | 500                           | 500                       |
| 4342          | PHOTOGRAPHIC SUPPLIES               | 1,352           | 1,400          | 1,527                            | 1,400                       | 1,400                         | 1,400                     |
| 4349          | MISC OPERATIONAL SUPPLIES           | 1,000           | 500            | 62                               | 500                         | 500                           | 500                       |
| 4413          | TELEPHONE EQUIPMENT                 | 7,361           | 9,000          | 1,626                            | 9,000                       | 9,000                         | 9,000                     |
| 4419          | GENERAL OFFICE EXPENSES             | 453             |                |                                  |                             |                               |                           |
| 4448          | ADVERTISING AND PROMOTION EXPENSES  | 56              | 300            | 79                               | 300                         | 300                           | 300                       |
| 4458          | OTHER PROGRAM EXPENSE               |                 |                | 2,280                            |                             |                               |                           |
| 4461          | MILEAGE AND PARKING-LOCAL           | 25,456          | 34,000         | 15,196                           | 40,000                      | 34,000                        | 34,000                    |
| 4462          | TRAVEL HOTEL AND MEALS              | 8,452           | 9,000          | 4,508                            | 9,000                       | 9,000                         | 9,000                     |
| 4463          | EDUCATION AND TRAINING              | 1,665           | 3,800          | 2,009                            | 3,800                       | 3,800                         | 3,800                     |
| 4465          | NON-EMPLOYEE TRAVEL HOTEL & MEALS   | 1,197           | 3,900          | 273                              | 3,900                       | 3,900                         | 3,900                     |
| 4469          | OTHER PERSONAL EXPENSES             |                 |                | 120                              |                             |                               |                           |
| 4701          | MEDICAL AND PHYSICAL EXAMS          | 22,659          | 13,400         | 9,786                            | 30,400                      | 30,400                        | 30,400                    |
| 4715          | OTHER HEALTH AND MEDICAL SERVICES   | 1,250           | 500            |                                  | 500                         | 500                           | 500                       |

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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 :71 SERVICES

| SUBJECT       | SUBJECT TITLE               | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-----------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES    |                 |                |                                  |                             |                               |                           |
| 4736          | LEGAL CHARGES AND FEES      | 3,331           | 22,000         | 2,000                            | 5,000                       | 5,000                         | 5,000                     |
| 4901          | DAY TRIP MEAL REIMBURSEMENT | 3,166           | 1,500          | 1,865                            | 1,500                       | 1,500                         | 1,500                     |
|               |                             | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40  | SUBTOTAL                    | 93,475          | 114,850        | 49,755                           | 120,850                     | 114,850                       | 114,850                   |
| CHARACTER :41 | CHARGEBACK EXPENSES         |                 |                |                                  |                             |                               |                           |
| 4606          | TELEPHONE BILLING ACCOUNT   | 53,832          | 65,020         | 27,412                           | 54,666                      | 54,666                        | 54,666                    |
| 4614          | OTHER CHARGEBACK EXPENSES   | 850             | 3,750          |                                  | 2,625                       | 2,625                         | 2,625                     |
|               |                             | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                    | 54,682          | 68,770         | 27,412                           | 57,291                      | 57,291                        | 57,291                    |
| CHARACTER :80 | EMPLOYEE BENEFITS           |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT            | 399,478         | 562,198        | 262,192                          | 618,271                     | 617,933                       | 617,933                   |
| 8030          | SOCIAL SECURITY             | 351,975         | 409,593        | 235,901                          | 428,536                     | 428,303                       | 428,303                   |
| 8040          | WORKERS COMPENSATION        | 30,474          | 54,707         | 16,599                           | 58,012                      | 58,012                        | 58,012                    |
| 8050          | LIFE INSURANCE              | 2,173           | 2,976          | 1,523                            | 2,337                       | 2,337                         | 2,337                     |
| 8060          | HEALTH INSURANCE            | 1,386,995       | 1,221,435      | 699,172                          | 1,190,482                   | 1,190,482                     | 1,190,482                 |
| 8062          | RETIREE HEALTH INSURANCE    |                 | 490,645        | 309,929                          | 518,438                     | 518,438                       | 518,438                   |
| 8063          | DISABILITY INSURANCE        | 14,256          | 14,280         | 9,544                            | 15,351                      | 15,351                        | 15,351                    |
| 8070          | UNEMPLOYMENT INSURANCE      | 9,499           |                | 6,924                            |                             |                               |                           |
|               |                             | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                    | 2,194,850       | 2,755,834      | 1,541,784                        | 2,831,427                   | 2,830,856                     | 2,830,856                 |
|               |                             | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                    | 7,160,812       | 8,278,936      | 4,865,003                        | 8,542,195                   | 8,510,755                     | 8,510,755                 |
|               |                             | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DIVISION 71   | SUBTOTAL                    | -7,160,762      | -8,278,936     | -4,865,003                       | -8,542,195                  | -8,510,755                    | -8,510,755                |

## **SOCIAL SERVICES – 67**

### **Social Services Programs – 72**

#### **MISSION STATEMENT**

To promote self-sufficiency and assure the protection of vulnerable individuals. We strive to have an organization, which values the needs of the customers, the contributions of the staff, and the participation of the community. This vision shall be achieved through a culture, which encourages continuous improvement.

#### **2010 OBJECTIVES**

- Provide supportive transitional services, such as childcare, transportation, medical assistance and other benefits that enable recipients to increase and sustain their ability to maintain employment and become self-sufficient
- Educate and enroll recipients in managed care
- Reduce the local cost of assistance payments through aggressive procurement of alternative benefits and enhanced FEDS programs
- Aggressively work with TANF recipients to ensure progress toward self-sufficiency during the 5-year limitation
- Reduce care days in foster care with emphasis on reducing residential placements

#### **2010 BUDGET HIGHLIGHTS**

- POS contractual lines kept to a minimal COLA increase
- Continued funding of CHPS Preventive Program
- POS program enhancement to divert/reduce residential placement of JD/PINS children
- Seek alternative and reduced cost methods of operating programs

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :72 SOCIAL SERVICE PROGRAMS

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                 |                |                                  |                             |                               |                           |
| 0129          | REPAYMENT OF MEDICAL ASSISTANCE     | 2,410,765       |                |                                  |                             |                               |                           |
| 0132          | REPAYMENTS OF TANF                  | 72,645          | 79,478         | 56,406                           | 80,479                      | 80,479                        | 80,479                    |
| 0134          | REPAYMENTS OF AID-CHILD CARE        | 498,231         | 640,942        | 468,179                          | 640,326                     | 640,326                       | 640,326                   |
| 0135          | REPAYMENTS OF STATE TRAINING SCHOOL | 15              |                |                                  |                             |                               |                           |
| 0136          | REPAYMENTS OF SAFETY NET            | 1,294,004       | 1,016,282      | 933,662                          | 1,136,292                   | 1,136,292                     | 1,136,292                 |
| 0137          | REPAYMENTS OF ADULTS                | 3,847           | 1,003          | 1,114                            | 1,111                       | 1,111                         | 1,111                     |
| 0138          | REPAYMENTS OF BURIALS               | 52,441          | 43,611         | 27,458                           | 48,938                      | 48,938                        | 48,938                    |
| 0139          | REPAYMENTS OF SERV FOR RECIPIENTS   | -18             |                | 67,329                           |                             |                               |                           |
| 0166          | MISCELLANEOUS CONTRIBUTIONS         | 89,568          | 97,679         | -1,522                           | 100,609                     | 100,609                       | 100,609                   |
| 0645          | LITIGATION RECOVERY                 | 74,113          |                |                                  |                             |                               |                           |
| CHARACTER 02  | SUBTOTAL                            | 4,495,611       | 1,878,995      | 1,552,626                        | 2,007,755                   | 2,007,755                     | 2,007,755                 |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 79,417          | 30,214         | 26,733                           | 39,069                      | 39,069                        | 39,069                    |
| CHARACTER 07  | SUBTOTAL                            | 79,417          | 30,214         | 26,733                           | 39,069                      | 39,069                        | 39,069                    |
| CHARACTER :08 | STATE AID                           |                 |                |                                  |                             |                               |                           |
| 0304          | MEDICAL ASSISTANCE                  | -348,793        | 10,000         | -145,658                         |                             |                               |                           |
| 0306          | TANF                                | 5,592,362       | 4,977,728      | 1,437,677                        | 5,323,371                   | 5,323,371                     | 5,323,371                 |
| 0316          | CHILD CARE SCHOOL DISTRICTS         | 268,510         | 273,176        | 192,505                          | 218,050                     | 218,050                       | 218,050                   |
| 0317          | CHILD CARE/FOSTER CARE (ADC)        | 5,539,910       | 5,725,295      | 3,540,716                        | 5,834,831                   | 5,834,831                     | 5,834,831                 |
| 0318          | JUVENILE DELINQUENT                 | 552,160         | 814,119        | 119,622                          | 782,902                     | 782,902                       | 782,902                   |
| 0320          | SAFETY NET                          | 3,473,357       | 3,557,828      | 2,458,284                        | 4,765,914                   | 4,765,914                     | 4,765,914                 |
| 0323          | EMERGENCY AID TO ADULTS             | 82,573          | 44,499         | 53,400                           | 89,445                      | 89,445                        | 89,445                    |
| 0325          | BURIALS                             | 84,339          | 85,500         | 54,150                           | 97,200                      | 97,200                        | 97,200                    |
| 0457          | STATE AID SPECIAL NEEDS             | 4,872           |                |                                  |                             |                               |                           |
| CHARACTER 08  | SUBTOTAL                            | 15,249,290      | 15,488,145     | 7,710,696                        | 17,111,713                  | 17,111,713                    | 17,111,713                |

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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 :72 SOCIAL SERVICE PROGRAMS

| SUBJECT                                | SUBJECT TITLE                   | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|---------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :09 FEDERAL AID              |                                 |                 |                |                                  |                             |                               |                           |
| 0390                                   | MEDICAL ASSISTANCE              | -274,830        | 10,000         |                                  |                             |                               |                           |
| 0391                                   | TANF                            | 5,445,692       | 4,591,656      | 6,766,975                        | 7,290,537                   | 7,490,537                     | 7,490,537                 |
| 0395                                   | FOSTER CARE (ADC)               | 4,291,674       | 4,835,969      | 2,780,368                        | 4,976,530                   | 4,976,530                     | 4,976,530                 |
| 0396                                   | SAFETY NET                      | 125,968         | 197,262        | 61,545                           | 106,200                     | 106,200                       | 106,200                   |
| 0399                                   | SERVICES FOR RECIPIENTS         | 858,007         | 619,949        | 1,692,474                        | 833,817                     | 833,817                       | 833,817                   |
| 0581                                   | MSE INCENTIVE - FEDERAL         | 71,642          | 66,100         |                                  |                             |                               |                           |
|  |                                 | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 09 SUBTOTAL                  |                                 | 10,518,153      | 10,320,936     | 11,301,362                       | 13,207,084                  | 13,407,084                    | 13,407,084                |
|  |                                 | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R SUBTOTAL                        |                                 | 30,342,471      | 27,718,290     | 20,591,417                       | 32,365,621                  | 32,565,621                    | 32,565,621                |
| CHARACTER :40 CONTRACTUAL EXPENDITURES |                                 |                 |                |                                  |                             |                               |                           |
| 4349                                   | MISC OPERATIONAL SUPPLIES       | 4,872           |                |                                  |                             |                               |                           |
| 4561                                   | PURCHASE OF SERVICES            | 2,062,199       | 2,153,241      | 874,201                          | 1,978,146                   | 1,978,146                     | 1,978,146                 |
| 4565                                   | JOBS - TRANS CHILD CARE         | 939,737         | 936,600        | 633,034                          | 936,600                     | 936,600                       | 936,600                   |
| 4567                                   | MEDICAL ASSISTANCE              | 1,883,239       |                |                                  |                             |                               |                           |
| 4568                                   | MMIS MEDICAL ASSISTANCE         | 34,689,784      | 35,637,524     | 21,896,292                       | 36,567,050                  | 36,567,050                    | 36,567,050                |
| 4569                                   | SECURE DETENTION                | 89,167          | 150,000        | 139,458                          | 200,000                     | 200,000                       | 200,000                   |
| 4572                                   | TANF                            | 8,010,685       | 7,107,000      | 5,948,623                        | 10,080,000                  | 10,080,000                    | 10,080,000                |
| 4573                                   | EAF/TANF                        | 9,791,366       | 9,795,147      | 6,072,769                        | 9,954,238                   | 9,754,238                     | 9,754,238                 |
| 4578                                   | INST PLACEMENT SCHOOL DISTRICT  | 497,394         | 613,990        | 374,598                          | 500,000                     | 500,000                       | 500,000                   |
| 4579                                   | FOSTER CARE HOMES/INSTITUTE-CW  | 2,062,026       | 2,038,470      | 1,498,521                        | 2,258,400                   | 2,258,400                     | 2,258,400                 |
| 4580                                   | FOSTER CARE HOMES/INSTITUTE-ADC | 8,405,114       | 8,581,209      | 5,898,615                        | 8,903,000                   | 8,903,000                     | 8,903,000                 |
| 4581                                   | FOSTER CARE NS DET (HASKINS)    | 748,248         | 748,248        | 498,832                          | 748,248                     | 748,248                       | 748,248                   |
| 4582                                   | FOSTER CARE NS DET OUT/COUNTY   | 321,352         | 448,500        | 174,666                          | 400,200                     | 400,200                       | 400,200                   |
| 4583                                   | JD/PINS INSTITUTIONS-ADC        | 1,537,195       | 1,271,200      | 1,105,926                        | 1,262,080                   | 1,262,080                     | 1,262,080                 |
| 4584                                   | JD CARE IN INSTITUTIONS         | 187,531         | 270,932        | 131,939                          | 236,880                     | 236,880                       | 236,880                   |
| 4585                                   | STATE TRAINING SCHOOLS          | 875,893         | 530,000        | 279,581                          | 580,000                     | 580,000                       | 580,000                   |
| 4586                                   | SAFETY NET                      | 8,281,489       | 8,179,200      | 6,734,143                        | 10,624,320                  | 10,624,320                    | 10,624,320                |
| 4588                                   | EMERGENCY AID FOR ADULTS        | 169,279         | 90,000         | 128,627                          | 180,000                     | 180,000                       | 180,000                   |
| 4589                                   | BURIALS                         | 444,167         | 479,750        | 294,466                          | 551,664                     | 501,664                       | 501,664                   |
|  |                                 | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40 SUBTOTAL                  |                                 | 81,000,737      | 79,031,011     | 52,684,291                       | 85,960,826                  | 85,710,826                    | 85,710,826                |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :72 SOCIAL SERVICE PROGRAMS

| SUBJECT       | SUBJECT TITLE                 | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES           |                 |                |                                  |                             |                               |                           |
| 4610          | PERSONAL SERVICES CHARGEBACKS | 1,704,451       | 1,907,345      | 863,963                          | 1,791,457                   | 1,791,457                     | 1,791,457                 |
| 4614          | OTHER CHARGEBACK EXPENSES     | 150,600         | 170,000        | 84,600                           | 150,000                     | 150,000                       | 150,000                   |
|               |                               | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                      | 1,855,051       | 2,077,345      | 948,563                          | 1,941,457                   | 1,941,457                     | 1,941,457                 |
| CHARACTER :90 | TRANSFERS                     |                 |                |                                  |                             |                               |                           |
| 9005          | TRANSFER TO GRANT FUND        | 86,161          | 86,161         |                                  |                             |                               |                           |
|               |                               | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 90  | SUBTOTAL                      | 86,161          | 86,161         |                                  |                             |                               |                           |
|               |                               | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                      | 82,941,949      | 81,194,517     | 53,632,854                       | 87,902,283                  | 87,652,283                    | 87,652,283                |
|               |                               | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| DIVISION 72   | SUBTOTAL                      | -52,599,478     | -53,476,227    | -33,041,437                      | -55,536,662                 | -55,086,662                   | 55,086,662                |

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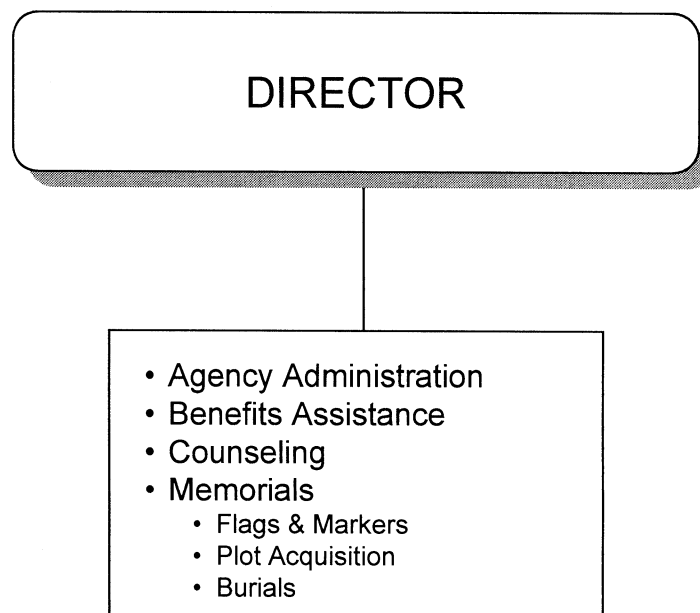
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

| SUBJECT       | SUBJECT TITLE                 | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES       |                 |                |                                  |                             |                               |                           |
| 0225          | TRANSFER FROM ENTERPRISE FUND | 532,991         |                |                                  |                             |                               |                           |
| CHARACTER 07  | SUBTOTAL                      | 532,991         |                |                                  |                             |                               |                           |
| TYPE R        | SUBTOTAL                      | 532,991         |                |                                  |                             |                               |                           |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES      |                 |                |                                  |                             |                               |                           |
| 4568          | MMIS MEDICAL ASSISTANCE       | 1,422,559       | 2,311,629      | 3,145,694                        | 1,455,289                   | 2,443,289                     | 2,443,289                 |
| CHARACTER 40  | SUBTOTAL                      | 1,422,559       | 2,311,629      | 3,145,694                        | 1,455,289                   | 2,443,289                     | 2,443,289                 |
| TYPE X        | SUBTOTAL                      | 1,422,559       | 2,311,629      | 3,145,694                        | 1,455,289                   | 2,443,289                     | 2,443,289                 |
| DIVISION 73   | SUBTOTAL                      | -889,568        | -2,311,629     | -3,145,694                       | -1,455,289                  | -2,443,289                    | -2,443,289                |
| DEPARTMENT 67 | SUBTOTAL                      | -55,437,713     | -60,821,283    | -37,573,962                      | -61,601,188                 | -62,546,725                   | 62,580,188                |
| SUBFUND 103   | SUBTOTAL                      | -55,437,713     | -60,821,283    | -37,573,962                      | -61,601,188                 | -62,546,725                   | 62,580,188                |



# VETERANS SERVICES



## **VETERANS SERVICES - 42**

### **MISSION STATEMENT**

To provide counseling and assistance to veterans and their dependents by making them aware of federal, state and local benefits and to assist facilitating claims for benefits to the Department of Veterans Affairs.

### **DESCRIPTION**

The Veterans Service Agency renders a wide variety of services to an estimated 16, 000 veterans and their families, of all wars and conflicts, as well as peacetime service. Service is also extended to active duty servicemen/women and their families. Professional assistance and advice is given in the filing of applications for benefits under existing federal, state, and local laws and regulations. It is also a primary function of the office to familiarize veterans and their families of the Department of Veteran's Affairs benefits available to them.

The Veterans Service Agency assists veterans and their families in applying for such benefits as compensation, pensions, domiciliary care, emergency and regular hospitalization, out-patient services, certification of documents, replacement of Separation of Military Service papers, re-employment rights, conversion of government insurance, waiver of insurance, civil service preference, education apprenticeship, on-the-job training, vocational training, orthopedic and prosthetic appliances, Veterans Affairs home loan applications, tax exemption, death pensions, insurance benefits, headstones or markers, burial benefits, memorial flags, military funerals, and death gratuity pay.

### **2010 OBJECTIVES**

- Coordinate all veterans groups, service organizations in Broome County and County departments to maximize service to veterans and minimize duplication of efforts.
- Review nursing home cases to ensure that veterans and widows are receiving accurate pensions and attendance allowance.
- Review request for indigent burials of honorably discharged veterans, as well as family members who have died without sufficient means to afford funeral expenses.
- Ensure all honorably discharged veterans' graves have adequate flag holders, flags and headstones for those without markers.
- Maintain professional counseling and make appropriate referrals for veteran's healthcare and mental health evaluations.
- Maintain education in veterans' benefits and a good veterans' benefits library to better assist veterans in applying for, maintaining, and appealing adverse decisions regarding benefits.
- Continue striving to expand services by conducting home visits to veterans and dependents whose disabilities inhibit their ability to leave their home, and counseling veterans at the local outreach center.

### **2010 BUDGET HIGHLIGHTS**

In providing advocacy services and representation in the development and presentation of claims before the Department

of Veterans Affairs, the Veterans Service Agency has played a pivotal role in improving the economic well being of veterans and their dependents residing in Broome County. According to statistics released by the Office of Policy, Planning, and Preparedness of the Department of Veterans Affairs, total expenditures in 2008 was \$21,424,000 in compensation and pension payments made to Broome County veterans and dependents. This is accomplished by aggressive representation and advocacy services provided to Broome County's estimated 16,000 veterans.

The Compensation and Pension category includes expenditures for the following programs: Disability for service-connected injuries; dependency and indemnity; compensation for service-connected deaths; veterans pension for non-service connected disabilities; burial benefits; and other benefits to veterans and their survivors.

In addition, in our continual effort to provide enhanced services to our veterans, this office continues to provide support to the Disabled American Veterans Transportation Service. The DAV transport is composed of volunteer drivers operating a shuttle service from veteran's homes to the Syracuse VA Medical Center. The vehicles, fuel, and maintenance are provided by the Syracuse VA Medical Center.

42 0000 VETERANS SERVICES

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|----------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                 |                   |                         |  |                           |                             |                         |
| Veterans Director                | 24 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary                        | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b> |                   | <b>2</b>                | <b>2</b>   | <b>2</b>                  | <b>2</b>                    | <b>2</b>                |
| <b>PART TIME</b>                 |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b> |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>           |                   | <b>2</b>                | <b>2</b>   | <b>2</b>                  | <b>2</b>                    | <b>2</b>                |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:42 VETERANS SERVICES

| SUBJECT       | SUBJECT TITLE                  | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME            |                |                |                                  |                             |                               |                           |
| 0616          | TRANSFER TAX                   | 617,146        | 490,000        | 160,961                          | 490,000                     | 490,000                       | 490,000                   |
|               |                                | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                       | 617,146        | 490,000        | 160,961                          | 490,000                     | 490,000                       | 490,000                   |
| CHARACTER :08 | STATE AID                      |                |                |                                  |                             |                               |                           |
| 0328          | VETERANS SERVICE AGENCIES      | 15,000         | 7,500          |                                  | 7,500                       | 7,500                         | 7,500                     |
| 0906          | BURIALS                        | 10,229         | 18,000         | 7,950                            | 10,000                      | 10,000                        | 10,000                    |
|               |                                | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 08  | SUBTOTAL                       | 25,229         | 25,500         | 7,950                            | 17,500                      | 17,500                        | 17,500                    |
|               |                                | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                       | 642,375        | 515,500        | 168,911                          | 507,500                     | 507,500                       | 507,500                   |
| CHARACTER :10 | PERSONAL SERVICE               |                |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME             | 93,517         | 94,447         | 57,062                           | 96,907                      | 96,907                        | 96,907                    |
| 1600          | SALARIES TEMPORARY             | 9,481          | 10,947         | 6,822                            | 10,058                      | 10,058                        | 10,058                    |
|               |                                | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                       | 102,998        | 105,394        | 63,884                           | 106,965                     | 106,965                       | 106,965                   |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES       |                |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS        | 118            | 300            | 215                              | 300                         | 300                           | 300                       |
| 4319          | OFFICE SUPPLIES                | 1,181          | 1,000          | 1,007                            | 1,000                       | 1,000                         | 1,000                     |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES | 902            | 600            |                                  | 600                         | 600                           | 600                       |
| 4418          | DUES AND MEMBERSHIPS           | 170            | 190            | 50                               | 190                         | 190                           | 190                       |
| 4419          | GENERAL OFFICE EXPENSES        | 3,101          | 1,500          | 927                              | 1,500                       | 1,500                         | 1,500                     |
| 4458          | OTHER PROGRAM EXPENSE          | 14,703         | 19,000         | 11,900                           | 19,000                      | 19,000                        | 19,000                    |
| 4461          | MILEAGE AND PARKING-LOCAL      | 16             | 50             | 52                               | 50                          | 50                            | 50                        |
| 4462          | TRAVEL HOTEL AND MEALS         | 498            | 3,000          | 80                               | 3,000                       | 3,000                         | 3,000                     |
| 4463          | EDUCATION AND TRAINING         |                | 500            | 100                              | 500                         | 500                           | 500                       |
| 4589          | BURIALS                        | 126,983        | 140,000        | 89,370                           | 140,000                     | 133,300                       | 133,300                   |
|               |                                | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40  | SUBTOTAL                       | 147,672        | 166,140        | 103,701                          | 166,140                     | 159,440                       | 159,440                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:42 VETERANS SERVICES

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES                 |                |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK        | 164            | 137            | 69                               | 130                         | 130                           | 130                       |
| 4621          | BUILDING AND LAND RENTAL CHARGEBACK | 14,450         | 14,450         |                                  | 14,450                      | 14,450                        | 14,450                    |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                            | 14,614         | 14,587         | 69                               | 14,580                      | 14,580                        | 14,580                    |
| CHARACTER :80 | EMPLOYEE BENEFITS                   |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT                    | 7,789          | 9,917          | 5,047                            | 10,757                      | 10,757                        | 10,757                    |
| 8030          | SOCIAL SECURITY                     | 7,750          | 7,225          | 4,794                            | 7,413                       | 7,413                         | 7,413                     |
| 8040          | WORKERS COMPENSATION                | 678            | 787            | 394                              | 742                         | 742                           | 742                       |
| 8050          | LIFE INSURANCE                      | 38             | 48             | 26                               | 38                          | 38                            | 38                        |
| 8060          | HEALTH INSURANCE                    | 24,276         | 11,042         | 6,958                            | 11,608                      | 11,608                        | 11,608                    |
| 8062          | RETIREE HEALTH INSURANCE            |                | 15,782         | 10,055                           | 16,591                      | 16,591                        | 16,591                    |
| 8063          | DISABILITY INSURANCE                | 130            | 120            | 83                               | 129                         | 129                           | 129                       |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                            | 40,661         | 44,921         | 27,357                           | 47,278                      | 47,278                        | 47,278                    |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                            | 305,945        | 331,042        | 195,011                          | 334,963                     | 328,263                       | 328,263                   |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| DEPARTMENT 42 | SUBTOTAL                            | 336,430        | 184,458        | -26,100                          | 172,537                     | 179,237                       | 179,237                   |

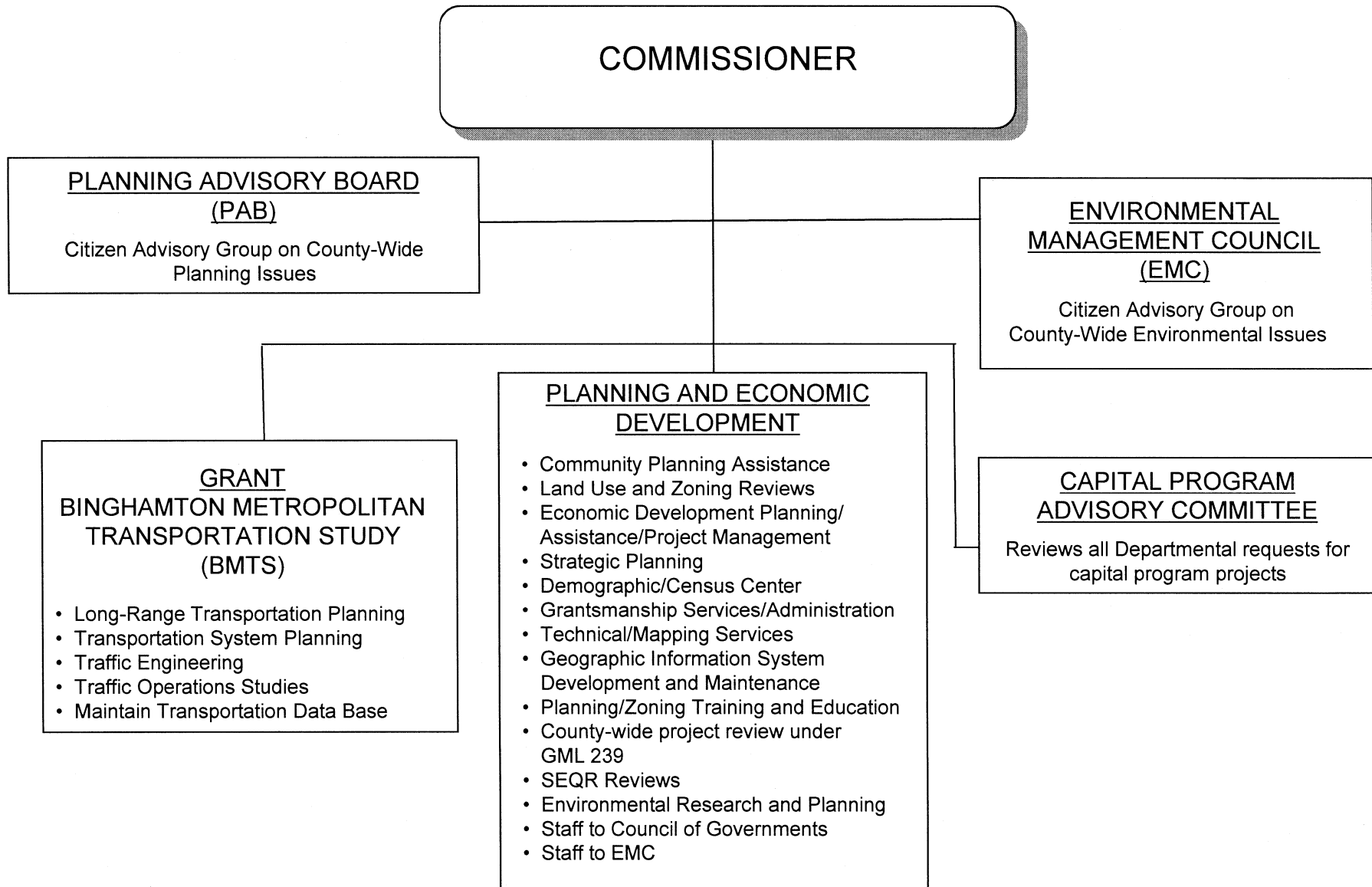
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## HOME AND COMMUNITY SERVICES

| <b><u>DEPARTMENT/DIVISION</u></b> | <b><u>PAGE</u></b> |
|-----------------------------------|--------------------|
| Planning and Economic Development | 386                |
| Solid Waste Management            | 393                |



# PLANNING & ECONOMIC DEVELOPMENT



## **PLANNING & ECONOMIC DEVELOPMENT - 44**

### **Planning & Economic Development - 44**

#### **MISSION STATEMENT**

To enhance the sound and orderly economic, physical, and environmental development of Broome County and its constituent municipalities. Provide technical planning and environmental services and assistance to the County Executive, County Legislature, and municipal jurisdictions and by implementing projects and programs designed to improve the economy, environment, and physical infrastructure of the County.

#### **DESCRIPTION**

The Department of Planning and Economic Development extends professional services to Broome County Government, its Departments and municipalities as well as to other public and private entities. Its three divisions, the Division of Planning & Economic Development, Environmental Management Council and Binghamton Metropolitan Transportation Study, provide assistance in land-use planning, zoning, grantsmanship, economic development, transportation planning, environmental studies and recommendations, 239 Reviews, community assistance, GIS Mapping and research, and infrastructure development. Advisory guidance is provided by the Planning Advisory Board, Environmental Management Council, and BMTS Advisory Committee.

#### **2010 OBJECTIVES**

- Partner with economic development entities in the region to continue implementation of a coordinated approach to economic development.
- Opening of the Binghamton Intermodal Transit Terminal
- Administer US EPA Brownfield Assessment Program and Grant Administration.
- Aggressively pursue state, federal and other grant funding to meet County goals and objectives.
- Begin preparation of a County-wide comprehensive plan.
- Work with municipal officials to coordinate 239's, zoning and subdivision reviews.
- Conduct training and workshops for municipal officials.
- Provide environmental planning services to Division of Solid Waste Management.
- Continue to expand the County's GIS capabilities.
- Work with municipalities to develop uniform code enforcement policies.
- Complete preparation of an end-use plan for the Brandywine BOA.
- Design and construct a year-round Farmer's Market.
- Construction of Airport Road Sewer Line.

#### **2010 BUDGET HIGHLIGHTS**

- Develop an End-Use Plan for the Brandywine Corridor.
- Design of Airport Corridor Business Park.
- Opening of Intermodal Terminal.
- Construction of Airport Corridor Sewer Line.

## 44 0016 PLANNING &amp; ECONOMIC DEVELOPMENT

| <u>Title of Position</u>                 | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|--|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                         |                   |                         |  |                           |                             |                         |
| Comm. of Planning & Economic Development | H Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Director of Economic Development         | H Admin           | 1                       | 1  | 0                         | 0                           | 0                       |
| GIS Administrator                        | 24 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Chief Planner                            | 23 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Planner                           | 21 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Facility Planner                         | 21 CSEA           | 0                       | 0  | 1                         | 0                           | 0                       |
| Senior Environmental Planner             | 21 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Economic Development Planner             | 20 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Planner                                  | 18 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Environmental Analyst*                   | 14 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary                                | 13 CSEA           | 1                       | 0  | 0                         | 0                           | 0                       |
| Senior Account Clerk                     | 9 CSEA            | <u>0</u>                | <u>1</u>   | <u>1</u>                  | <u>1</u>                    | <u>1</u>                |
| <b>Total Full-Time Positions</b>         |                   | <b>10</b>               | <b>10</b>  | <b>10</b>                 | <b>9</b>                    | <b>9</b>                |
| <b>PART TIME</b>                         |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b>         |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>                   |                   | <b>10</b>               | <b>10</b>  | <b>10</b>                 | <b>9</b>                    | <b>9</b>                |

\*Unfunded in the current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
DIVISION :44 PLANNING & ECONOMIC DEVELOPMENT

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                 |                |                                  |                             |                               |                           |
| 0070          | FEES FOR SERVICES                   |                 | 6,000          |                                  | 6,000                       | 6,000                         | 6,000                     |
| 0158          | RENTAL CONTRACTS                    | 33,560          | 40,360         | 6,302                            | 48,320                      | 48,320                        | 48,320                    |
| 0464          | OTHER LOCAL GOVERNMENTS             | 48,675          | 62,132         | 4,000                            | 4,000                       | 4,000                         | 4,000                     |
| 0559          | OTHER DEPARTMENTAL CHARGEBACK       | 7,752           | 14,748         |                                  | 14,748                      | 14,748                        | 14,748                    |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                            | 89,987          | 123,240        | 10,302                           | 73,068                      | 73,068                        | 73,068                    |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                 |                |                                  |                             |                               |                           |
| 0208          | MINOR SALES - PLANNING              | 19,396          | 31,000         | 1,855                            | 31,500                      | 31,500                        | 31,500                    |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 06  | SUBTOTAL                            | 19,396          | 31,000         | 1,855                            | 31,500                      | 31,500                        | 31,500                    |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 702             |                |                                  |                             |                               |                           |
| 0229          | TRANSFER FROM INSURANCE RESERVE     | 1,494           |                |                                  |                             |                               |                           |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                            | 2,196           |                |                                  |                             |                               |                           |
| CHARACTER :08 | STATE AID                           |                 |                |                                  |                             |                               |                           |
| 0460          | OTHER STATE AID                     |                 | 95,300         |                                  | 86,120                      | 86,120                        | 86,120                    |
|               |                                     | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 08  | SUBTOTAL                            |                 | 95,300         |                                  | 86,120                      | 86,120                        | 86,120                    |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
DIVISION :44 PLANNING & ECONOMIC DEVELOPMENT

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :09 | FEDERAL AID                        |                 |                |                                  |                             |                               |                           |
| 0353          | FEDERAL AID - OTHER                | -----           | 24,800         | -----                            | 24,000                      | 24,000                        | 24,000                    |
| CHARACTER 09  | SUBTOTAL                           | -----           | 24,800         | -----                            | 24,000                      | 24,000                        | 24,000                    |
| TYPE R        | SUBTOTAL                           | 111,579         | 274,340        | 12,157                           | 214,688                     | 214,688                       | 214,688                   |
| CHARACTER :10 | PERSONAL SERVICE                   |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                 | 512,387         | 605,523        | 277,649                          | 528,953                     | 450,787                       | 450,787                   |
| 1600          | SALARIES TEMPORARY                 | 13,021          | 18,000         | 8,625                            | 16,000                      | 16,000                        | 16,000                    |
| CHARACTER 10  | SUBTOTAL                           | 525,408         | 623,523        | 286,274                          | 544,953                     | 466,787                       | 466,787                   |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS            | 1,314           | 1,500          | 590                              | 1,500                       | 1,500                         | 1,500                     |
| 4319          | OFFICE SUPPLIES                    | 4,125           | 4,250          | 484                              | 4,250                       | 4,250                         | 4,250                     |
| 4342          | PHOTOGRAPHIC SUPPLIES              | 12              | 150            |                                  |                             |                               |                           |
| 4343          | ENGINEERING SUPPLIES               | 1,337           | 1,500          | 722                              | 1,600                       | 1,500                         | 1,500                     |
| 4347          | GAS OIL GREASE AND DIESEL FUEL     |                 | 100            |                                  | 100                         | 100                           | 100                       |
| 4349          | MISC OPERATIONAL SUPPLIES          |                 |                | 83                               |                             |                               |                           |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES     | 3,703           | 5,100          | 150                              | 5,100                       | 5,100                         | 5,100                     |
| 4411          | POSTAGE AND FREIGHT                | 294             | 1,350          | 363                              | 700                         | 700                           | 700                       |
| 4418          | DUES AND MEMBERSHIPS               | 1,694           | 22,086         | 21,410                           | 23,200                      | 23,200                        | 23,200                    |
| 4419          | GENERAL OFFICE EXPENSES            | 529             | 1,600          | 1,103                            | 1,800                       | 1,800                         | 1,800                     |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 29              |                | 136                              | 650                         |                               |                           |
| 4449          | OTHER OPERATIONAL EXPENSES         | 149             | 2,400          | 75                               | 2,400                       | 2,400                         | 2,400                     |
| 4461          | MILEAGE AND PARKING-LOCAL          | 4               | 2,000          |                                  | 1,500                       | 1,500                         | 1,500                     |
| 4462          | TRAVEL HOTEL AND MEALS             | 6,426           | 7,900          | 606                              | 7,900                       | 7,400                         | 7,400                     |
| 4463          | EDUCATION AND TRAINING             | 1,810           | 2,540          | 895                              | 2,540                       | 2,540                         | 2,540                     |
| 4466          | ADVISORY BD/TRUSTEES EXPENSES      | 191             | 300            |                                  |                             |                               |                           |
| 4518          | COPYING MACHINE RENTALS            | 607             | 3,600          | 1,194                            | 3,800                       | 3,800                         | 3,800                     |
| 4520          | PROPERTY LOSS                      | 1,494           |                |                                  |                             |                               |                           |
| 4545          | CONTRACTED SERVICES                | 77,737          | 168,502        | 46,983                           | 168,600                     | 138,600                       | 138,600                   |
| 4747          | OTHER FEES FOR SERVICES            | 8,054           | 20,000         | 7,924                            | 55,000                      | 55,000                        | 55,000                    |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        | 62              | 200            |                                  | 200                         | 200                           | 200                       |
| 5056          | REGIONAL PLANNING BOARD            | 20,000          |                |                                  |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                           | 129,571         | 245,078        | 82,718                           | 280,840                     | 249,590                       | 249,590                   |

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
DIVISION :44 PLANNING & ECONOMIC DEVELOPMENT

| SUBJECT       | SUBJECT TITLE                | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES          |                 |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK | 472             | 1,722          | 861                              | 3,073                       | 3,073                         | 3,073                     |
| 4615          | GASOLINE CHARGEBACK          | 1,031           | 1,400          | 114                              | 902                         | 902                           | 902                       |
| 4616          | FLEET SERVICE CHARGEBACK     | 1,104           | 2,240          | 2,239                            | 2,209                       | 2,209                         | 2,209                     |
|               |                              | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                     | 2,607           | 5,362          | 3,214                            | 6,184                       | 6,184                         | 6,184                     |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS    |                 |                |                                  |                             |                               |                           |
| 6008          | PRINCIPAL ON CAPITAL LEASE   | 1,368           |                |                                  |                             |                               |                           |
|               |                              | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 60  | SUBTOTAL                     | 1,368           |                |                                  |                             |                               |                           |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS     |                 |                |                                  |                             |                               |                           |
| 7005          | INTEREST ON CAPITAL LEASE    | 275             |                |                                  |                             |                               |                           |
|               |                              | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 70  | SUBTOTAL                     | 275             |                |                                  |                             |                               |                           |
| CHARACTER :80 | EMPLOYEE BENEFITS            |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT             | 42,917          | 63,581         | 23,190                           | 58,713                      | 50,037                        | 50,037                    |
| 8030          | SOCIAL SECURITY              | 38,970          | 46,322         | 21,367                           | 40,465                      | 34,486                        | 34,486                    |
| 8040          | WORKERS COMPENSATION         | 3,127           | 6,186          | 3,093                            | 6,486                       | 6,486                         | 6,486                     |
| 8050          | LIFE INSURANCE               | 179             | 264            | 99                               | 190                         | 152                           | 152                       |
| 8060          | HEALTH INSURANCE             | 94,549          | 114,799        | 41,755                           | 92,564                      | 71,090                        | 71,090                    |
| 8062          | RETIREE HEALTH INSURANCE     |                 | 15,782         | 10,055                           | 16,591                      | 16,591                        | 16,591                    |
| 8063          | DISABILITY INSURANCE         | 697             | 720            | 370                              | 903                         | 774                           | 774                       |
|               |                              | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                     | 180,439         | 247,654        | 99,929                           | 215,912                     | 179,616                       | 179,616                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
DIVISION :44 PLANNING & ECONOMIC DEVELOPMENT

| SUBJECT       | SUBJECT TITLE          | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :90 | TRANSFERS              |                 |                |                                  |                             |                               |                           |
| 9005          | TRANSFER TO GRANT FUND | 10,759          |                |                                  |                             |                               |                           |
| CHARACTER 90  | SUBTOTAL               | 10,759          |                |                                  |                             |                               |                           |
| TYPE X        | SUBTOTAL               | 850,427         | 1,121,617      | 472,135                          | 1,047,889                   | 902,177                       | 902,177                   |
| DIVISION 44   | SUBTOTAL               | -738,848        | -847,277       | -459,978                         | -833,201                    | -687,489                      | -687,489                  |
| DEPARTMENT 44 | SUBTOTAL               | -738,848        | -847,277       | -459,978                         | -833,201                    | -687,489                      | -687,489                  |

# SOLID WASTE MANAGEMENT

COMMISSIONER OF PUBLIC WORKS

DEPUTY COMMISSIONER

## RECYCLING

- County-wide Recycling Program:
  - Broome Recycling Contract
  - Curbside & Drop-off Sites
  - Education & Outreach
  - Technical Assistance
  - Market Research
  - Pilot Programs
- Hazardous Waste Program:
  - HW Hauler Contract
  - Facility Operations
  - Residential Program
  - Commercial/Institutional Program
  - Site Health/Safety
  - Education & Outreach
  - Battery Drop-off
  - Electronics Recycling
- Medical Waste Program
- Grant Applications

## GRANTS

- Municipal Waste Reduction & Recycling Coordinator
- EPF Recycling Equipment
- Household Hazardous Waste (HHW) State Assistance Program

## ADMINISTRATION

- Fiscal Management
- Engineering Oversight
- Planning and Development
- Landfill Design/Permitting
- Host Community Benefits
- Buffer Property Management
- Resource Recovery Liaison
- Local Law Implementation
- Grant Management
- Legal Counsel

## LANDFILLING

- Operations:
  - Landfilling & Daily Cover
  - Scale Revenues & Billing
  - Hauler/Customer Service
  - Recycling and Composting
  - Pallet/Mulch Processing
  - Leachate Hauling
  - Residential Drop-off Service
  - Groundwater Monitoring
  - Equipment, Building & Ground Maintenance
  - Bird Mitigation, Illegal Dumping, Nuisance Control
  - Contract Administration
- Leachate Treatment Facility
- Landfill Gas Management & Electrical Generation
- Landfill Closure/Remediation
- Implementation of Grant Programs

## GRANTS

- Title 3 Grant (Colesville Landfill)
- (EQBA) Colesville Landfill Closure
- (EQBA) Grants



## **SOLID WASTE MANAGEMENT – 23 (Fund 206)**

### **MISSION STATEMENT**

To provide the community with an integrated program for managing solid waste in an economically sound and environmentally safe manner.

### **DESCRIPTION**

Since its inception in 1989, the Division of Solid Waste Management has been responsible for the evolution of the system of financing the County's solid waste operations, from a property tax-supported service with tipping fees covering only a modest portion of the program costs, to a full-fledged "enterprise fund" where the cost of current operations are financed through user fees.

Within the framework of ongoing changes to state and federal regulations governing the solid waste industry, the Division of Solid Waste Management has effectively contained costs, remaining economically competitive while still in compliance.

The landfill is operated in an efficient manner that focuses on maximum compaction of the waste, which results in the most effective use of airspace. With respect to recycling goals mandated by New York State in the Solid Waste Management Act of 1988, Broome County has already exceeded the state recycling goal.

A solid waste management system is critical to Broome County's infrastructure in order to support public health, safety, and welfare interests in the County and to preserve the County's present and future economic development potential. Safe, environmentally sound, and stable solid waste disposal is not only critical to the residents of this County; it is essential to commercial and industrial entities that would do business in our community.

The Division of Solid Waste Management oversees:

- Implementation of the comprehensive Broome County Solid Waste Management System.
- The County's material recovery programs including reduction, reuse and recycling, and composting.
- The operations and maintenance of the County's sanitary landfill and solid waste disposal facilities which serve the entire County and are located at the intersection of the towns of Barker, Maine and Nanticoke.
- The implementation and management of all charges and/or user fees imposed by the County Legislature for solid waste disposal or handling.
- The coordination of all engineering services for the County's Solid Waste Management operations.
- The procurement, evaluation, and selection for the Legislature's consideration such firms as necessary to provide professional services in connection with the County's solid waste management programs.
- Public education and outreach to all County residents and businesses.
- A Materials Recovery Facility (MRF) located in the City of Binghamton, 19 Emma Street and operated by WM/Recycle America
- Two (2) satellite drop-off stations are located at the Town of Sanford Highway Garage and at the Broome County Landfill.
- Operate and maintain a permanent household hazardous waste (HHW) facility to provide proper disposal of hazardous waste and end of use electronics from residence and Conditionally Exempt Small Quantity Generators (CESQG).

## **2010 OBJECTIVES**

- Continue to administer the solid waste management system for our community
- Manage gas and leachate collection efficiently and effectively
- Maximize the generation of electricity from the collection of additional landfill gas
- To improve access to Section IV of the landfill by remediating Knapp Rd., building a new scale house and convenience center and improving traffic flow entering and exiting the facility
- To minimize the release of greenhouse gases and participate in federal “cap and trade” programs to the extent feasible
- Increase the leaf and yard waste-composting program at the landfill and investigate food waste composting opportunities
- Continue efficient management of the Hazardous Waste Facility and Leachate Treatment Facility
- Continue management of the Countywide-recycling program
- Continue improvement of the division’s comprehensive health and safety programs
- Continue to maximize compaction techniques in the landfill in order to make the most efficient use of airspace
- Match revenue with expense
- Operate our leachate treatment facility as efficiently as possible and evaluate alternative opportunities for leachate management such as recirculation, reverse osmosis, constructed wetland treatment, and sewer line connections to sewage treatment plants
- Investigate alternative opportunities in glass recycling
- Continue the investigation of alternative daily cover options
- Investigate future grant opportunities

## 23 0060 EXECUTIVE/Solid Waste Management

0078

0086

| <u>Title of Position</u>                      | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                              |                   |                         |  |                           |                             |                         |
| Deputy Comm. of P.W. - Solid Waste Management | F Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Materials Recovery Manager                    | 22 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Solid Waste Management Specialist             | 21 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Solid & Hazardous Waste Facility Tech.        | 19 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary                                     | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Equipment Mechanic III                        | AFSCME            | 1                       | 1  | 1                         | 1                           | 1                       |
| Laborer                                       | AFSCME            | 3                       | 3  | 3                         | 3                           | 3                       |
| Landfill Clerk                                | AFSCME            | 3                       | 3  | 3                         | 3                           | 3                       |
| Motor Equipment Operator III                  | AFSCME            | 8                       | 8  | 8                         | 8                           | 8                       |
| Motor Equipment Operator II                   | AFSCME            | 1                       | 1  | 1                         | 1                           | 1                       |
| Sanitary Landfill Supervisor                  | AFSCME            | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b>              |                   | <b>22</b>               | <b>22</b>  | <b>22</b>                 | <b>22</b>                   | <b>22</b>               |
| <b>PART TIME</b>                              |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b>              |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>                        |                   | <b>22</b>               | <b>22</b>  | <b>22</b>                 | <b>22</b>                   | <b>22</b>               |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                |                |                                  |                             |                               |                           |
| 0464          | OTHER LOCAL GOVERNMENTS             | 33,614         | 22,000         | 17,262                           | 42,698                      | 42,698                        | 42,698                    |
| 0484          | FACILITY RENTALS                    |                |                | 5,913                            |                             |                               |                           |
| 0559          | OTHER DEPARTMENTAL CHARGEBACK       | 18,912         | 30,000         |                                  | 19,000                      | 19,000                        | 19,000                    |
| 0606          | TIPPING FEES                        | 8,219,415      | 9,179,035      | 4,591,979                        | 8,799,818                   | 8,799,818                     | 8,799,818                 |
| 0621          | DISPOSAL FEES                       | 33,084         | 25,500         | 23,122                           | 33,100                      | 33,100                        | 33,100                    |
| 0622          | MISCELLANEOUS                       | 54,708         | 55,100         | 31,149                           | 56,620                      | 56,620                        | 56,620                    |
| 0643          | CHARGEBACK OF SERVICES PROVIDED AND | 22,732         | 22,208         | 10,241                           | 23,000                      | 23,000                        | 23,000                    |
| CHARACTER 02  | SUBTOTAL                            | 8,382,465      | 9,333,843      | 4,679,666                        | 8,974,236                   | 8,974,236                     | 8,974,236                 |
| CHARACTER :03 | USE OF MONEY AND PROPERTY           |                |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS               | 424,282        | 550,000        | 71,311                           | 450,000                     | 450,000                       | 450,000                   |
| CHARACTER 03  | SUBTOTAL                            | 424,282        | 550,000        | 71,311                           | 450,000                     | 450,000                       | 450,000                   |
| CHARACTER :04 | LICENSES AND PERMITS                |                |                |                                  |                             |                               |                           |
| 0609          | PERMITS                             | 11,104         | 25,970         | 24,152                           | 19,020                      | 19,020                        | 19,020                    |
| CHARACTER 04  | SUBTOTAL                            | 11,104         | 25,970         | 24,152                           | 19,020                      | 19,020                        | 19,020                    |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                |                |                                  |                             |                               |                           |
| 0205          | SALE OF SCRAP & EXCESS MATERIALS    | 35,300         | 68,125         | 22,154                           | 33,750                      | 33,750                        | 33,750                    |
| 0213          | SALE OF EQUIPMENT                   | 461            | 10,000         |                                  | 5,000                       | 5,000                         | 5,000                     |
| CHARACTER 06  | SUBTOTAL                            | 35,761         | 78,125         | 22,154                           | 38,750                      | 38,750                        | 38,750                    |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 24             |                |                                  |                             |                               |                           |
| 0216          | GIFTS AND DONATIONS                 | 10,698         |                |                                  |                             |                               |                           |
| 0217          | PREMIUM & ACCRUED INT ON OBLIGATION | 59,633         | 12,000         | 44,044                           |                             |                               |                           |
| 0229          | TRANSFER FROM INSURANCE RESERVE     | 20,590         |                | 495                              |                             |                               |                           |
| 0233          | EARNINGS ON TEMPORARY INVESTMENTS   | 68,656         | 35,000         |                                  | 35,000                      | 35,000                        | 35,000                    |
| 0611          | PAYMENTS PENALTIES                  | -144           |                |                                  |                             |                               |                           |
| 0638          | CAPITAL CONTRIBUTIONS               | 308,349        |                |                                  |                             |                               |                           |
| 0812          | GAIN FROM DISPOSITION OF ASSET      | 45,794         |                |                                  |                             |                               |                           |
| CHARACTER 07  | SUBTOTAL                            | 513,600        | 47,000         | 44,539                           | 35,000                      | 35,000                        | 35,000                    |
| CHARACTER :08 | STATE AID                           |                |                |                                  |                             |                               |                           |
| 0460          | OTHER STATE AID                     | 435,678        | 313,500        |                                  | 317,911                     | 317,911                       | 317,911                   |
| CHARACTER 08  | SUBTOTAL                            | 435,678        | 313,500        |                                  | 317,911                     | 317,911                       | 317,911                   |
| TYPE R        | SUBTOTAL                            | 9,802,890      | 10,348,438     | 4,841,822                        | 9,834,917                   | 9,834,917                     | 9,834,917                 |
| CHARACTER :10 | PERSONAL SERVICE                    |                |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                  | 908,222        | 947,371        | 550,541                          | 979,959                     | 979,959                       | 993,528                   |
| 1600          | SALARIES TEMPORARY                  | 82,715         | 152,790        | 80,887                           | 181,149                     | 181,149                       | 181,149                   |
| 1700          | SALARIES OVERTIME                   | 34,082         | 48,968         | 26,083                           | 50,438                      | 50,438                        | 50,438                    |
| 1900          | SALARIES SHIFT DIFFERENTIAL         |                | 330            |                                  | 330                         | 330                           | 330                       |
| 1910          | OUT OF TITLE PAY                    | 9,073          | 12,858         | 7,305                            | 13,254                      | 13,254                        | 13,254                    |
| 1940          | OTHER PERSONNEL SERVICES            | 2,400          | 3,325          |                                  | 3,325                       | 3,325                         | 3,325                     |
| CHARACTER 10  | SUBTOTAL                            | 1,036,492      | 1,165,642      | 664,816                          | 1,228,455                   | 1,228,455                     | 1,242,024                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :20 | EQUIPMENT AND CAPITAL OUTLAY        |                |                |                                  |                             |                               |                           |
| 2024          | CONSTRUCTION MOTOR EQUIPMENT        |                | 400,000        |                                  | 400,000                     | 300,000                       | 300,000                   |
| CHARACTER 20  | SUBTOTAL                            |                | 400,000        |                                  | 400,000                     | 300,000                       | 300,000                   |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES            |                |                |                                  |                             |                               |                           |
| 4300          | MAT & SUPPLIES-SURFACE TREAT        | 101,829        | 91,500         |                                  | 93,500                      | 43,500                        | 43,500                    |
| 4301          | MAT & SUPPLIES-SIGNS & POSTS        |                | 1,000          |                                  | 1,500                       | 1,500                         | 1,500                     |
| 4311          | BOOKS AND SUBSCRIPTIONS             | 199            | 900            | 490                              | 884                         | 884                           | 884                       |
| 4318          | DUPLICATING AND PRINTING RM SUPPLIE | 365            | 2,151          | 2,205                            | 2,151                       | 2,151                         | 2,151                     |
| 4319          | OFFICE SUPPLIES                     | 2,548          | 5,200          | 2,198                            | 3,700                       | 3,700                         | 3,700                     |
| 4323          | BLDG MAINTENANCE SUPPLIES           | 17,715         | 23,300         | 17,364                           | 23,800                      | 23,800                        | 23,800                    |
| 4326          | FUEL AND HEATING SUPPLIES           | 20,152         | 40,000         | 9,456                            | 28,000                      | 28,000                        | 28,000                    |
| 4329          | BLDG AND GROUNDS SUPPLIES           | 3,974          | 3,400          | 984                              | 4,000                       | 4,000                         | 4,000                     |
| 4331          | FOOD AND BEVERAGES                  | 251            | 400            | 83                               | 400                         | 400                           | 400                       |
| 4341          | MOTOR EQUIPMENT SUPPLIES            | 98,863         | 153,153        | 56,398                           | 125,000                     | 125,000                       | 125,000                   |
| 4342          | PHOTOGRAPHIC SUPPLIES               |                | 300            |                                  | 100                         | 100                           | 100                       |
| 4346          | TRAINING AND EDUCATIONAL SUPPLIES   | 10,599         | 1,600          |                                  | 1,600                       | 1,600                         | 1,600                     |
| 4347          | GAS OIL GREASE AND DIESEL FUEL      | 275,955        | 408,750        | 96,146                           | 273,900                     | 273,900                       | 273,900                   |
| 4348          | TIRES AND TUBES                     | 18,176         | 39,500         | 386                              | 30,000                      | 30,000                        | 30,000                    |
| 4349          | MISC OPERATIONAL SUPPLIES           | 118,814        | 132,020        | 50,144                           | 129,730                     | 129,730                       | 129,730                   |
| 4350          | LEACHATE SUPPLIES                   | 49,571         | 32,100         | 28,370                           | 51,000                      | 51,000                        | 51,000                    |
| 4356          | UNIFORMS                            | 3,927          | 2,600          |                                  | 2,800                       | 2,800                         | 2,800                     |
| 4358          | SAFETY SUPPLIES                     | 6,495          | 11,700         | 3,005                            | 7,700                       | 7,700                         | 7,700                     |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES      |                | 800            | 722                              | 400                         | 400                           | 400                       |
| 4411          | POSTAGE AND FREIGHT                 | 236            | 850            | 101                              | 550                         | 550                           | 550                       |
| 4418          | DUES AND MEMBERSHIPS                | 1,779          | 1,735          | 855                              | 1,674                       | 1,674                         | 1,674                     |
| 4419          | GENERAL OFFICE EXPENSES             | 143            | 105            | 90                               | 105                         | 105                           | 105                       |
| 4423          | BLDG GROUNDS AND EQUIP REPAIR       | 4,072          | 10,500         | 7,631                            | 12,250                      | 12,250                        | 12,250                    |
| 4425          | WATER AND SEWAGE CHARGES            | 26,813         | 42,500         | 9,711                            | 31,000                      | 31,000                        | 31,000                    |
| 4427          | ELECTRIC CURRENT                    | 23,643         | 32,600         | 13,853                           | 24,000                      | 24,000                        | 24,000                    |
| 4429          | BUILDING AND GROUNDS EXPENSES       | 4,833          | 4,500          | 3,627                            | 5,500                       | 5,500                         | 5,500                     |
| 4432          | LAUNDRY AND DRY CLEANING EXPENSES   | 2,002          | 3,640          | 1,214                            | 3,306                       | 3,306                         | 3,306                     |
| 4441          | MOTOR EQUIP REPAIRS AND MAINT       | 5,912          | 34,000         | 51,269                           | 24,200                      | 24,200                        | 24,200                    |
| 4446          | LONG TERM MAINT & CLOSURE COSTS     | 323,212        | 533,465        |                                  | 502,764                     | 502,764                       | 502,764                   |
| 4447          | OPERATIONAL EQUIPMENT REPAIRS       | 14,149         | 14,000         | 12,099                           | 15,000                      | 15,000                        | 15,000                    |
| 4448          | ADVERTISING AND PROMOTION EXPENSES  | 13,661         | 15,000         | 7,351                            | 21,100                      | 21,100                        | 21,100                    |
| 4449          | OTHER OPERATIONAL EXPENSES          | 180,185        | 186,314        | 62,258                           | 181,300                     | 181,300                       | 181,300                   |
| 4450          | MRF PROCESSING EXPENSES             | 388,901        | 393,842        | 213,013                          | 399,660                     | 399,660                       | 399,660                   |
| 4457          | SUBCONTRACTED PROGRAM EXPENSE       | 601,888        | 689,846        | 267,993                          | 718,617                     | 718,617                       | 718,617                   |
| 4458          | OTHER PROGRAM EXPENSE               | 64,069         | 53,708         | 31,688                           | 56,046                      | 56,046                        | 56,046                    |
| 4461          | MILEAGE AND PARKING-LOCAL           | 7              | 450            |                                  | 50                          | 50                            | 50                        |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT                                | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 CONTRACTUAL EXPENDITURES |                                     |                |                |                                  |                             |                               |                           |
| 4462                                   | TRAVEL HOTEL AND MEALS              | 1,986          | 3,900          | 360                              | 3,900                       | 3,900                         | 3,900                     |
| 4463                                   | EDUCATION AND TRAINING              | 1,582          | 10,185         | 1,161                            | 6,381                       | 6,381                         | 6,381                     |
| 4469                                   | OTHER PERSONAL EXPENSES             | 300            | 300            |                                  | 300                         | 300                           | 300                       |
| 4512                                   | OUTSIDE RENTALS-MACHINERY           |                | 200,000        |                                  | 180,000                     | 180,000                       | 180,000                   |
| 4518                                   | COPYING MACHINE RENTALS             | 2,097          | 3,376          | 2,010                            | 3,159                       | 3,159                         | 3,159                     |
| 4520                                   | PROPERTY LOSS                       | 1,968          | 16,000         | 395                              | 2,000                       | 2,000                         | 2,000                     |
| 4523                                   | INSURANCE CLAIMS                    | 18,722         | 3,000          |                                  | 24,257                      | 24,257                        | 24,257                    |
| 4545                                   | CONTRACTED SERVICES                 | 20,029         | 1,000          | 9,986                            | 1,200                       | 1,200                         | 1,200                     |
| 4701                                   | MEDICAL AND PHYSICAL EXAMS          | 11,074         | 600            | 68                               | 2,000                       | 2,000                         | 2,000                     |
| 4723                                   | BOND AND NOTE ISSUE EXPENSE         | 3,397          | 22,000         |                                  |                             |                               |                           |
| 4725                                   | OTHER FINANCIAL SERVICES            | 2,251          |                |                                  |                             |                               |                           |
| 4736                                   | LEGAL CHARGES AND FEES              |                | 35,000         |                                  |                             |                               |                           |
| 4746                                   | ENGINEERING AND ARCHITECTURAL SERV  | 95,487         | 30,000         | 21,374                           | 120,000                     | 120,000                       | 120,000                   |
| 4747                                   | OTHER FEES FOR SERVICES             | 1,100          |                |                                  | 2,000                       | 2,000                         | 2,000                     |
| 4750                                   | BAD DEBT EXPENSE                    | -1,155         |                |                                  |                             |                               |                           |
| 4767                                   | OTHER GOVERNMENTS PAYMENTS          | 793,143        | 779,486        | 409,328                          | 885,666                     | 885,666                       | 885,666                   |
| CHARACTER 40 SUBTOTAL                  |                                     | 3,336,919      | 4,072,276      | 1,395,386                        | 4,008,150                   | 3,958,150                     | 3,958,150                 |
| CHARACTER :41 CHARGEBACK EXPENSES      |                                     |                |                |                                  |                             |                               |                           |
| 4601                                   | INDIRECT COSTS                      | 390,464        | 700,000        |                                  | 700,000                     | 700,000                       | 700,000                   |
| 4602                                   | INSURANCE PREMIUM CHARGEBACK        | 17,143         | 9,664          | 9,664                            | 24,257                      | 24,257                        | 24,257                    |
| 4604                                   | DPW SECURITY CHARGEBACKS            | 29,119         | 67,869         | 33,934                           | 74,865                      | 74,865                        | 74,865                    |
| 4605                                   | COUNTY ATTORNEY CHARGEBACKS         |                |                |                                  | 52,500                      | 52,500                        | 52,500                    |
| 4609                                   | DATA PROCESSING CHARGEBACKS         |                |                |                                  | 25,701                      | 25,701                        | 25,701                    |
| 4614                                   | OTHER CHARGEBACK EXPENSES           | 84,652         | 101,919        | 450                              | 85,905                      | 85,905                        | 85,905                    |
| 4615                                   | GASOLINE CHARGEBACK                 | 786            | 1,226          | 361                              | 2,863                       | 2,863                         | 2,863                     |
| 4616                                   | FLEET SERVICE CHARGEBACK            | 6,622          | 3,412          | 6,718                            | 11,045                      | 11,045                        | 11,045                    |
| 4618                                   | OFFICE SUPPLIES CHARGEBACK          |                |                |                                  | 3,500                       | 3,500                         | 3,500                     |
| 4619                                   | BUILDING SERVICE CHARGEBACK         | 6              |                |                                  |                             |                               |                           |
| 4626                                   | TRANSPORTATION SERVICES CHARGEBACKS | 20,899         | 1,000          | 15,814                           | 7,816                       | 7,816                         | 7,816                     |
| CHARACTER 41 SUBTOTAL                  |                                     | 549,691        | 885,090        | 66,941                           | 988,452                     | 988,452                       | 988,452                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE                    | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|----------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :42 | DEPRECIATION                     |                |                |                                  |                             |                               |                           |
| 4805          | DEPRECIATION - MACHINERY & EQUIP | 25,092         |                |                                  |                             |                               |                           |
| CHARACTER 42  | SUBTOTAL                         | 25,092         |                |                                  |                             |                               |                           |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS        |                |                |                                  |                             |                               |                           |
| 6000          | PRINCIPAL ON SERIAL BONDS        |                | 1,964,589      |                                  | 1,996,149                   | 1,996,149                     | 1,996,149                 |
| 6001          | PRINCIPAL ON BANS                |                | 262,060        |                                  | 484,605                     | 484,605                       | 484,605                   |
| CHARACTER 60  | SUBTOTAL                         |                | 2,226,649      |                                  | 2,480,754                   | 2,480,754                     | 2,480,754                 |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS         |                |                |                                  |                             |                               |                           |
| 7000          | INTEREST ON SERIAL BONDS         | 651,665        | 763,148        | 193,765                          | 678,502                     | 678,502                       | 678,502                   |
| 7001          | INTEREST ON BANS                 | 21,248         | 115,043        | 33,410                           | 168,707                     | 168,707                       | 168,707                   |
| 7005          | INTEREST ON CAPITAL LEASE        | 1,712          |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                         | 674,625        | 878,191        | 227,175                          | 847,209                     | 847,209                       | 847,209                   |
| CHARACTER :80 | EMPLOYEE BENEFITS                |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT                 | 78,490         | 113,159        | 54,144                           | 129,980                     | 129,980                       | 129,980                   |
| 8030          | SOCIAL SECURITY                  | 75,771         | 82,576         | 48,503                           | 89,614                      | 89,614                        | 89,614                    |
| 8040          | WORKERS COMPENSATION             | 63,227         | 62,584         | 62,584                           | 71,240                      | 71,240                        | 71,240                    |
| 8041          | WORKERS COMP LT LIABILITY        | 33,290         |                |                                  |                             |                               |                           |
| 8050          | LIFE INSURANCE                   | 414            | 576            | 306                              | 478                         | 478                           | 478                       |
| 8060          | HEALTH INSURANCE                 | 267,090        | 263,919        | 161,400                          | 287,987                     | 287,987                       | 287,987                   |
| 8062          | RETIREE HEALTH INSURANCE         |                | 58,597         | 39,934                           | 68,406                      | 68,406                        | 68,406                    |
| 8063          | DISABILITY INSURANCE             | 522            | 480            | 331                              | 516                         | 516                           | 516                       |
| CHARACTER 80  | SUBTOTAL                         | 518,804        | 581,891        | 367,202                          | 648,221                     | 648,221                       | 648,221                   |



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

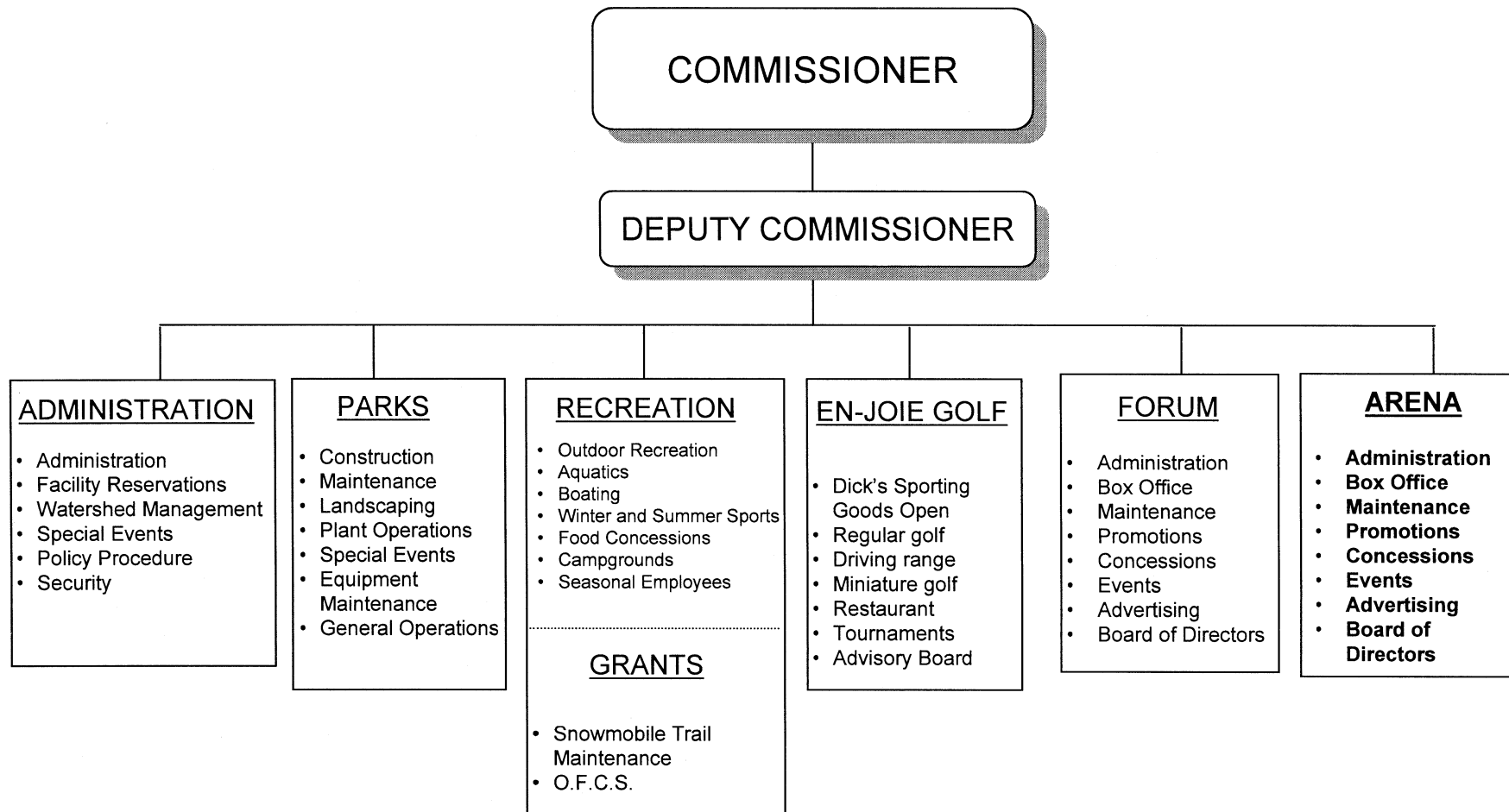
| SUBJECT       | SUBJECT TITLE            | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :90 | TRANSFERS                |                |                |                                  |                             |                               |                           |
| 9003          | TRANSFER TO GENERAL FUND |                |                |                                  | 2,480,616                   | 2,480,616                     | 2,480,616                 |
| CHARACTER 90  | SUBTOTAL                 |                |                |                                  | 2,480,616                   | 2,480,616                     | 2,480,616                 |
| TYPE X        | SUBTOTAL                 | 6,141,623      | 10,209,739     | 2,721,520                        | 13,081,857                  | 12,931,857                    | 12,945,426                |
| DEPARTMENT 23 | SUBTOTAL                 | 3,661,267      | 138,699        | 2,120,302                        | -3,246,940                  | -3,096,940                    | -3,110,509                |
| SUBFUND 206   | SUBTOTAL                 | 3,661,267      | 138,699        | 2,120,302                        | -3,246,940                  | -3,096,940                    | -3,110,509                |

## **CULTURE AND RECREATION**

| <b><u>DEPARTMENT/DIVISION</u></b> | <b><u>PAGE</u></b> |
|-----------------------------------|--------------------|
| Arena                             | 404                |
| Forum                             | 410                |
| En-Joie Golf Course               | 416                |
| Parks & Recreation                |                    |
| Administration                    | 422                |
| Parks                             | 428                |
| Recreation                        | 433                |
| County Library                    | 437                |
| Youth Bureau                      | 445                |

# PARKS & RECREATION

## VETERANS MEMORIAL ARENA



## **PARKS & RECREATION - 65**

### **Veterans' Arena – 5027 (Subfund 306)**

#### **MISSION STATEMENT**

To provide diversified entertainment to the community and surrounding areas at the maximum possible safety, efficiency and revenue.

#### **DESCRIPTION**

The Department of Parks and Recreation is a regional based parks and recreation system serving a population of roughly 200,000 people. The system consists of twenty-three watersheds, 14 park locations totaling over 4000 acres, one eighteen hole golf course, three beaches, a campground, a performing arts theater, a 6800 seat arena, cross-country skiing, swimming, one ice rink, boating, professional hockey, and many other leisure activities. The Arena is accounted for under the special revenue fund.

Located conveniently in downtown Binghamton, home of the AHL Binghamton Senators, and the STOP DWI Holiday Classic, the Broome County Veterans Memorial Arena continues to bring quality entertainment to Binghamton NY. Aside from professional and scholastic sports, the Arena is also host to an array of other events, including concerts, family shows, ice shows, and trade shows. With its versatile seating of 4,910 permanent seats and 2,000 portable seats the arena truly is the area's premier multi-purpose venue.

## **2010 OBJECTIVES/HIGHLIGHTS**

- Continue our partnership with the American Hockey League Binghamton Senators.
- Continue with a concessionaire to manage concession operation.
- Increase the number of concerts.
- Increase the number of multi-show family events.
- Continue to provide a facility for community/scholastic events.
- Capital improvement request to reflect our need for additional professional equipment/facilities for a more diversified use of the facility.
- Bidding on the 2010 USA Wrestling World Team Trials.

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

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|----------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                 |                   |                         |  |                           |                             |                         |
| Arena Manager                    | E Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Arena Maintenance Superintendent | 19 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Box Office Manager               | 19 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Assistant Box Office Manager     | 11 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Assistant Arena Manager          | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary                        | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b> |                   | <b>6</b>                | <b>6</b>   | <b>6</b>                  | <b>6</b>                    | <b>6</b>                |
| <b>PART TIME</b>                 |                   |                         |  |                           |                             |                         |
| Custodial Worker                 | 6 CSEA            | 4                       | 4  | 4                         | 4                           | 4                       |
| <b>Total Part-Time Positions</b> |                   | <b>4</b>                | <b>4</b>   | <b>4</b>                  | <b>4</b>                    | <b>4</b>                |
| <b>TOTAL POSITIONS</b>           |                   | <b>10</b>               | <b>10</b>  | <b>10</b>                 | <b>10</b>                   | <b>10</b>               |

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                |                |                                  |                             |                               |                           |
| 0159          | RENTALS & FEES                      | 415,166        | 414,000        | 243,626                          | 426,000                     | 426,000                       | 426,000                   |
| 0160          | CONCESSIONS                         | 78,918         | 92,000         | 48,145                           | 92,000                      | 92,000                        | 92,000                    |
| 0161          | CHARGES FOR SERVICES                | 5,421          | 4,000          | 2,311                            | 4,000                       | 4,000                         | 4,000                     |
| 0162          | CHARGES FOR EVENT STAFF             | 44,400         | 35,000         | 22,569                           | 35,000                      | 35,000                        | 35,000                    |
| 0664          | FACILITY USER FEE                   |                |                | 16,040                           | 145,000                     | 145,000                       | 145,000                   |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                            | 543,905        | 545,000        | 332,691                          | 702,000                     | 702,000                       | 702,000                   |
| CHARACTER :03 | USE OF MONEY AND PROPERTY           |                |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS               | 16,198         | 20,000         | 1,870                            | 7,000                       | 7,000                         | 7,000                     |
| 0197          | COMMISSIONS                         | 30,213         | 20,000         | 13,127                           | 20,000                      | 20,000                        | 20,000                    |
| 0198          | ADVERTISING                         | 11,413         | 25,000         |                                  | 25,000                      | 25,000                        | 25,000                    |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 03  | SUBTOTAL                            | 57,824         | 65,000         | 14,997                           | 52,000                      | 52,000                        | 52,000                    |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                |                |                                  |                             |                               |                           |
| 0213          | SALE OF EQUIPMENT                   | 78             |                |                                  |                             |                               |                           |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 06  | SUBTOTAL                            | 78             |                |                                  |                             |                               |                           |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                |                |                                  |                             |                               |                           |
| 0217          | PREMIUM & ACCRUED INT ON OBLIGATION | 13,106         |                | 7,123                            |                             |                               |                           |
| 0227          | TRANSFER FROM GENERAL FUND          | 818,999        | 1,078,901      | 1,078,901                        | 1,291,986                   | 1,291,986                     | 1,291,986                 |
| 0229          | TRANSFER FROM INSURANCE RESERVE     | 1,372          |                |                                  |                             |                               |                           |
| 0233          | EARNINGS ON TEMPORARY INVESTMENTS   | 12,768         |                |                                  |                             |                               |                           |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                            | 846,245        | 1,078,901      | 1,086,024                        | 1,291,986                   | 1,291,986                     | 1,291,986                 |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                            | 1,448,052      | 1,688,901      | 1,433,712                        | 2,045,986                   | 2,045,986                     | 2,045,986                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

| SUBJECT                                | SUBJECT TITLE                      | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :10 PERSONAL SERVICE         |                                    |                |                |                                  |                             |                               |                           |
| 1000                                   | SALARIES FULL-TIME                 | 268,978        | 300,208        | 188,610                          | 310,656                     | 310,656                       | 310,656                   |
| 1500                                   | SALARIES PART-TIME                 | 78,660         | 94,458         | 56,458                           | 98,922                      | 98,922                        | 98,922                    |
| 1600                                   | SALARIES TEMPORARY                 | 150,372        | 130,152        | 78,056                           | 130,152                     | 130,152                       | 130,152                   |
| 1700                                   | SALARIES OVERTIME                  | 4,399          | 4,000          | 1,597                            | 4,000                       | 4,000                         | 4,000                     |
| 1900                                   | SALARIES SHIFT DIFFERENTIAL        | 1,830          | 2,000          | 897                              | 2,000                       | 2,000                         | 2,000                     |
| 1940                                   | OTHER PERSONNEL SERVICES           | 620            | 845            | 40                               | 845                         | 845                           | 845                       |
|  |                                    | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10 SUBTOTAL                  |                                    | 504,859        | 531,663        | 325,658                          | 546,575                     | 546,575                       | 546,575                   |
| CHARACTER :40 CONTRACTUAL EXPENDITURES |                                    |                |                |                                  |                             |                               |                           |
| 4311                                   | BOOKS AND SUBSCRIPTIONS            | 399            | 500            | 449                              | 500                         | 500                           | 500                       |
| 4319                                   | OFFICE SUPPLIES                    | 940            | 1,000          | 199                              | 1,000                       | 1,000                         | 1,000                     |
| 4323                                   | BLDG MAINTENANCE SUPPLIES          | 27,331         | 20,000         | 11,605                           | 20,000                      | 18,000                        | 18,000                    |
| 4326                                   | FUEL AND HEATING SUPPLIES          | 172,295        | 191,277        | 81,330                           | 191,277                     | 183,277                       | 183,277                   |
| 4329                                   | BLDG AND GROUNDS SUPPLIES          | 27,282         | 35,000         | 9,522                            | 30,000                      | 30,000                        | 30,000                    |
| 4331                                   | FOOD AND BEVERAGES                 |                | 250            |                                  |                             |                               |                           |
| 4341                                   | MOTOR EQUIPMENT SUPPLIES           | 9,873          | 1,200          | 543                              | 1,200                       | 1,200                         | 1,200                     |
| 4347                                   | GAS OIL GREASE AND DIESEL FUEL     | 8              | 100            |                                  | 100                         | 100                           | 100                       |
| 4349                                   | MISC OPERATIONAL SUPPLIES          |                | 2,000          |                                  | 2,000                       | 1,000                         | 1,000                     |
| 4356                                   | UNIFORMS                           | 267            |                |                                  |                             |                               |                           |
| 4358                                   | SAFETY SUPPLIES                    | 149            | 1,000          |                                  | 200                         | 200                           | 200                       |
| 4359                                   | COMPUTER SOFTWARE AND SUPPLIES     | 867            | 500            |                                  | 500                         | 500                           | 500                       |
| 4411                                   | POSTAGE AND FREIGHT                | 124            | 500            | 17                               | 200                         | 200                           | 200                       |
| 4418                                   | DUES AND MEMBERSHIPS               | 515            | 500            | 395                              | 400                         | 400                           | 400                       |
| 4419                                   | GENERAL OFFICE EXPENSES            |                | 100            |                                  |                             |                               |                           |
| 4422                                   | BUILDING AND LAND RENTAL           | 5              |                |                                  |                             |                               |                           |
| 4423                                   | BLDG GROUNDS AND EQUIP REPAIR      | 3,852          | 10,000         | 205                              | 10,000                      | 8,000                         | 8,000                     |
| 4425                                   | WATER AND SEWAGE CHARGES           | 24,928         | 18,000         | 30,217                           | 30,000                      | 28,000                        | 28,000                    |
| 4426                                   | HEATING AND AIR COND PLANT EXP     | 40,151         | 75,000         | 46,162                           | 75,000                      | 75,000                        | 75,000                    |
| 4427                                   | ELECTRIC CURRENT                   | 242,710        | 444,200        | 302,917                          | 488,620                     | 478,620                       | 478,620                   |
| 4429                                   | BUILDING AND GROUNDS EXPENSES      | 56,574         | 52,852         | 34,971                           | 52,852                      | 52,852                        | 52,852                    |
| 4444                                   | UNIFORM AND CLOTHING ALLOWANCE     | 2,901          | 3,200          | 990                              | 2,500                       | 2,500                         | 2,500                     |
| 4448                                   | ADVERTISING AND PROMOTION EXPENSES | 4,317          | 5,000          | 1,419                            | 5,000                       | 3,000                         | 3,000                     |
| 4449                                   | OTHER OPERATIONAL EXPENSES         |                |                | 396                              |                             |                               |                           |
| 4462                                   | TRAVEL HOTEL AND MEALS             |                |                | 152                              |                             |                               |                           |
| 4463                                   | EDUCATION AND TRAINING             | 100            |                | 100                              |                             |                               |                           |
| 4520                                   | PROPERTY LOSS                      | 1,372          |                |                                  |                             |                               |                           |
|  |                                    | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40 SUBTOTAL                  |                                    | 616,960        | 862,179        | 521,589                          | 911,349                     | 884,349                       | 884,349                   |

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

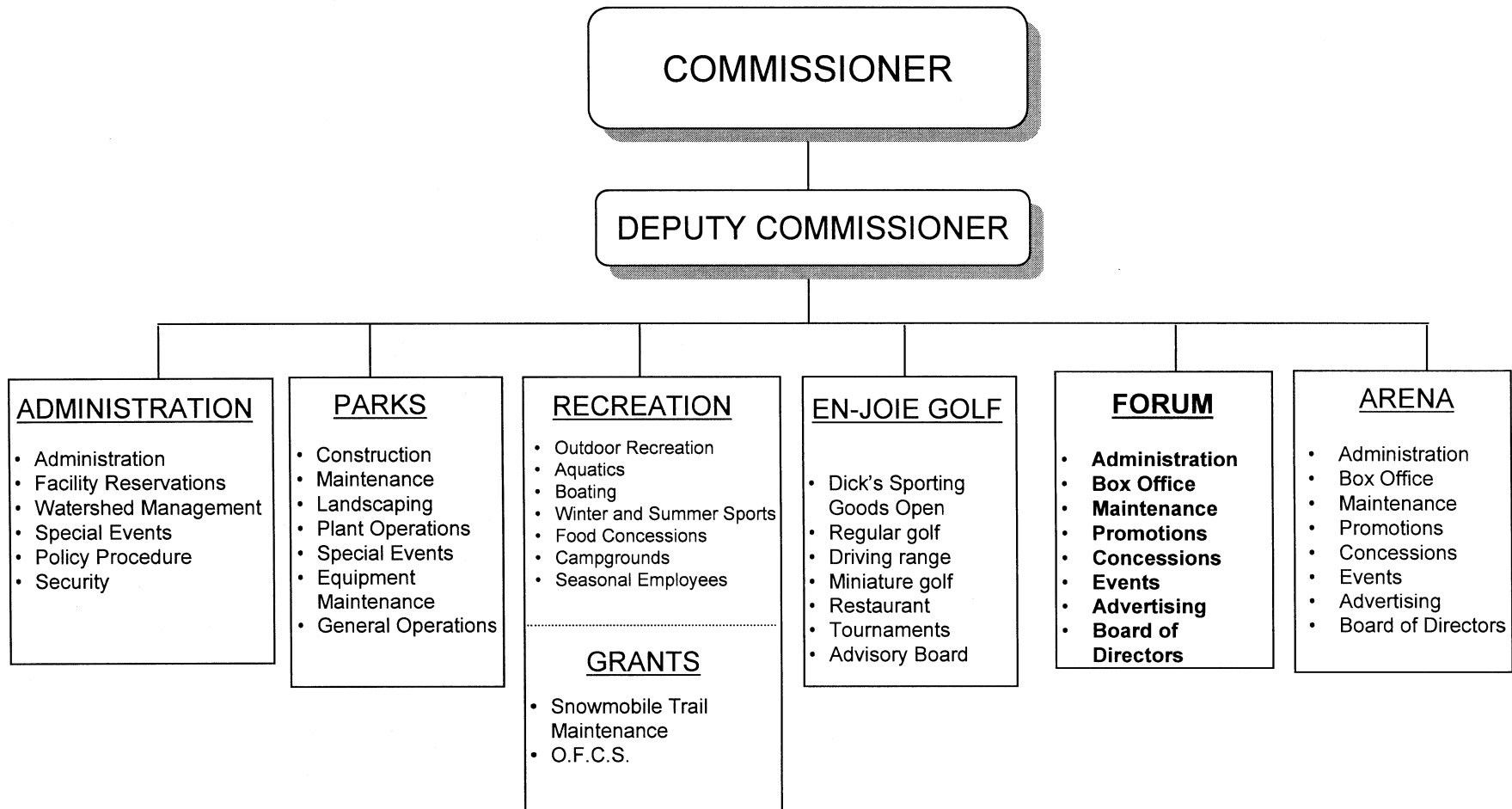
SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

| SUBJECT       | SUBJECT TITLE                | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES          |                |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK | 17,524         | 18,117         | 18,117                           | 16,802                      | 16,802                        | 16,802                    |
| CHARACTER 41  | SUBTOTAL                     | 17,524         | 18,117         | 18,117                           | 16,802                      | 16,802                        | 16,802                    |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS    |                |                |                                  |                             |                               |                           |
| 6000          | PRINCIPAL ON SERIAL BONDS    | 16,152         | 16,476         | 16,476                           | 16,800                      | 16,800                        | 16,800                    |
| 6001          | PRINCIPAL ON BANS            | 45,900         | 238,900        | 238,900                          | 378,900                     | 378,900                       | 378,900                   |
| 6008          | PRINCIPAL ON CAPITAL LEASE   | 101,020        |                |                                  |                             |                               |                           |
| CHARACTER 60  | SUBTOTAL                     | 163,072        | 255,376        | 255,376                          | 395,700                     | 395,700                       | 395,700                   |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS     |                |                |                                  |                             |                               |                           |
| 7000          | INTEREST ON SERIAL BONDS     | 6,776          | 6,022          | 3,203                            | 5,244                       | 5,244                         | 5,244                     |
| 7001          | INTEREST ON BANS             | 9,580          | 29,617         | 29,616                           | 27,286                      | 27,286                        | 27,286                    |
| 7005          | INTEREST ON CAPITAL LEASE    | 80,181         |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                     | 96,537         | 35,639         | 32,819                           | 32,530                      | 32,530                        | 32,530                    |
| CHARACTER :80 | EMPLOYEE BENEFITS            |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT             | 29,297         | 41,411         | 20,714                           | 45,463                      | 45,463                        | 45,463                    |
| 8030          | SOCIAL SECURITY              | 37,214         | 40,634         | 23,828                           | 41,813                      | 41,813                        | 41,813                    |
| 8040          | WORKERS COMPENSATION         |                | 28,259         |                                  | 3,900                       | 3,900                         | 3,900                     |
| 8050          | LIFE INSURANCE               | 173            | 240            | 136                              | 192                         | 192                           | 192                       |
| 8060          | HEALTH INSURANCE             | 57,473         | 68,475         | 47,234                           | 71,400                      | 71,400                        | 71,400                    |
| 8062          | RETIREE HEALTH INSURANCE     |                | 6,188          | 3,953                            | 6,488                       | 6,488                         | 6,488                     |
| 8063          | DISABILITY INSURANCE         | 645            | 720            | 525                              | 774                         | 774                           | 774                       |
| 8070          | UNEMPLOYMENT INSURANCE       | 101            |                | 448                              |                             |                               |                           |
| CHARACTER 80  | SUBTOTAL                     | 124,903        | 185,927        | 96,838                           | 170,030                     | 170,030                       | 170,030                   |
| TYPE X        | SUBTOTAL                     | 1,523,855      | 1,888,901      | 1,250,397                        | 2,072,986                   | 2,045,986                     | 2,045,986                 |
| DEPARTMENT 65 | SUBTOTAL                     | -75,803        | -200,000       | 183,315                          | -27,000                     |                               |                           |
| SUBFUND 306   | SUBTOTAL                     | -75,803        | -200,000       | 183,315                          | -27,000                     |                               |                           |



# PARKS & RECREATION

## FORUM (PERFORMING ARTS THEATRE)



## **PARKS & RECREATION - 65**

### **Forum (Performing Arts Theater) - 0010**

#### **MISSION STATEMENT**

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

#### **DESCRIPTION**

The Historically Registered Forum Theatre is home to the Binghamton Philharmonic, Tri-Cities Opera, Broadway Theatre League, and various dance groups. Located in Historic Downtown Binghamton this restored vaudeville house provides an intimate setting for these Broome County Arts Groups as well as other touring concerts and family shows. Built in 1919 and a seating capacity of 1,527 the Forum Theatre still remains as a central cultural facility for the region.

#### **2010 OBJECTIVES**

- Maintain a first class arts theater
- Continue to market Forum for various shows/concerts
- Increase usage in the summer months
- Complete yearly facility inspection list
- Address sound system upgrade or purchase new system
- Address equipment repairs and replacement as per DPW Buildings and Grounds
- Marquee replacement

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

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|----------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                 |                   |                         |  |                           |                             |                         |
| Maintenance Worker               | 7 CSEA            | <u>1</u>                | <u>1</u>   | <u>1</u>                  | <u>1</u>                    | <u>1</u>                |
| <b>Total Full-Time Positions</b> |                   | <b>1</b>                | <b>1</b>   | <b>1</b>                  | <b>1</b>                    | <b>1</b>                |
| <b>PART TIME</b>                 |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b> |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>           |                   | <b>1</b>                | <b>1</b>   | <b>1</b>                  | <b>1</b>                    | <b>1</b>                |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

| SUBJECT       | SUBJECT TITLE                   | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|---------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME             |                 |                |                                  |                             |                               |                           |
| 0159          | RENTALS & FEES                  | 79,660          | 76,000         | 40,825                           | 76,000                      | 76,000                        | 76,000                    |
| 0160          | CONCESSIONS                     | 10,140          | 7,000          | 5,974                            | 7,000                       | 7,000                         | 7,000                     |
| 0161          | CHARGES FOR SERVICES            | 2,121           | 3,500          | 1,263                            | 3,500                       | 3,500                         | 3,500                     |
| 0162          | CHARGES FOR EVENT STAFF         | 5,794           | 5,000          | 3,281                            | 5,000                       | 5,000                         | 5,000                     |
| 0664          | FACILITY USER FEE               |                 |                |                                  | 85,000                      | 85,000                        | 85,000                    |
|               |                                 | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                        | 97,715          | 91,500         | 51,343                           | 176,500                     | 176,500                       | 176,500                   |
| CHARACTER :07 | MISC/INTERFUND REVENUES         |                 |                |                                  |                             |                               |                           |
| 0229          | TRANSFER FROM INSURANCE RESERVE |                 |                | 2,133                            |                             |                               |                           |
|               |                                 | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                        |                 |                | 2,133                            |                             |                               |                           |
|               |                                 | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                        | 97,715          | 91,500         | 53,476                           | 176,500                     | 176,500                       | 176,500                   |
| CHARACTER :10 | PERSONAL SERVICE                |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME              | 35,869          | 36,693         | 22,981                           | 37,954                      | 37,954                        | 37,954                    |
| 1700          | SALARIES OVERTIME               | 813             | 1,000          | 429                              | 1,000                       | 1,000                         | 1,000                     |
| 1900          | SALARIES SHIFT DIFFERENTIAL     | 19              | 120            | 14                               | 120                         | 120                           | 120                       |
| 1940          | OTHER PERSONNEL SERVICES        | 200             | 200            |                                  | 200                         | 200                           | 200                       |
|               |                                 | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                        | 36,901          | 38,013         | 23,424                           | 39,274                      | 39,274                        | 39,274                    |

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :20 | EQUIPMENT AND CAPITAL OUTLAY       |                 |                |                                  |                             |                               |                           |
| 2290          | BUILDING AND GROUNDS EQUIPMENT     | -----           | -----          | 48,296                           | -----                       | -----                         | -----                     |
| CHARACTER 20  | SUBTOTAL                           |                 |                | 48,296                           |                             |                               |                           |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4319          | OFFICE SUPPLIES                    | 208             | 700            | 1,373                            | 700                         | 670                           | 670                       |
| 4323          | BLDG MAINTENANCE SUPPLIES          | 960             | 10,000         | 4,760                            | 10,000                      | 8,000                         | 8,000                     |
| 4326          | FUEL AND HEATING SUPPLIES          | 35,179          | 80,000         | 30,430                           | 45,000                      | 43,000                        | 43,000                    |
| 4329          | BLDG AND GROUNDS SUPPLIES          | 8,878           | 9,000          | 1,336                            | 9,000                       | 8,000                         | 8,000                     |
| 4349          | MISC OPERATIONAL SUPPLIES          |                 | 1,500          |                                  | 1,500                       | 1,000                         | 1,000                     |
| 4359          | COMPUTER SOFTWARE AND SUPPLIES     | 100             |                |                                  |                             |                               |                           |
| 4411          | POSTAGE AND FREIGHT                | 32              |                |                                  |                             |                               |                           |
| 4419          | GENERAL OFFICE EXPENSES            |                 |                | -230                             |                             |                               |                           |
| 4423          | BLDG GROUNDS AND EQUIP REPAIR      | 36,263          | 10,000         |                                  | 10,000                      | 8,000                         | 8,000                     |
| 4425          | WATER AND SEWAGE CHARGES           | 2,058           | 2,000          | 1,729                            | 2,000                       | 2,000                         | 2,000                     |
| 4427          | ELECTRIC CURRENT                   | 37,434          | 48,471         | 22,534                           | 45,000                      | 42,000                        | 42,000                    |
| 4429          | BUILDING AND GROUNDS EXPENSES      | 9,742           | 4,000          | 6,498                            | 4,000                       | 4,000                         | 4,000                     |
| 4444          | UNIFORM AND CLOTHING ALLOWANCE     | 277             | 160            |                                  | 160                         | 160                           | 160                       |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 185             |                | 175                              |                             |                               |                           |
| 4449          | OTHER OPERATIONAL EXPENSES         |                 | 500            |                                  | 500                         | 500                           | 500                       |
| 4520          | PROPERTY LOSS                      |                 |                | 2,133                            |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                           | 131,316         | 166,331        | 70,738                           | 127,860                     | 117,330                       | 117,330                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

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

| SUBJECT       | SUBJECT TITLE                | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES          |                 |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK | 2,228           | 27,803         | 27,803                           | 34,590                      | 34,590                        | 34,590                    |
| CHARACTER 41  | SUBTOTAL                     | 2,228           | 27,803         | 27,803                           | 34,590                      | 34,590                        | 34,590                    |
| CHARACTER :80 | EMPLOYEE BENEFITS            |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT             | 3,058           | 3,853          | 1,835                            | 4,213                       | 4,213                         | 4,213                     |
| 8030          | SOCIAL SECURITY              | 2,638           | 2,807          | 1,673                            | 3,004                       | 3,004                         | 3,004                     |
| 8050          | LIFE INSURANCE               | 19              | 24             | 13                               | 19                          | 19                            | 19                        |
| 8060          | HEALTH INSURANCE             | 13,551          | 14,905         | 9,496                            | 15,669                      | 15,669                        | 15,669                    |
| 8063          | DISABILITY INSURANCE         | 130             | 120            | 83                               | 129                         | 129                           | 129                       |
| CHARACTER 80  | SUBTOTAL                     | 19,396          | 21,709         | 13,100                           | 23,034                      | 23,034                        | 23,034                    |
| TYPE X        | SUBTOTAL                     | 189,841         | 253,856        | 183,361                          | 224,758                     | 214,228                       | 214,228                   |
| DIVISION 62   | SUBTOTAL                     | -92,126         | -162,356       | -129,885                         | -48,258                     | -37,728                       | -37,728                   |
| DEPARTMENT 65 | SUBTOTAL                     | -92,126         | -162,356       | -129,885                         | -48,258                     | -37,728                       | -37,728                   |

# PARKS & RECREATION

## En-Joie Golf Course

COMMISSIONER

DEPUTY COMMISSIONER

### ADMINISTRATION

- Administration
- Facility Reservations
- Watershed Management
- Special Events
- Policy Procedure
- Security

### PARKS

- Construction
- Maintenance
- Landscaping
- Plant Operations
- Special Events
- Equipment Maintenance
- General Operations

### RECREATION

- Outdoor Recreation
- Aquatics
- Boating
- Winter and Summer Sports
- Food Concessions
- Campgrounds
- Seasonal Employees

### GRANTS

- Snowmobile Trail Maintenance
- O.F.C.S.

### EN-JOIE GOLF

- **Dick's Sporting Goods Open**
- **Regular golf**
- **Driving range**
- **Miniature golf**
- **Restaurant**
- **Tournaments**
- **Advisory Board**

### FORUM

- Administration
- Box Office
- Maintenance
- Promotions
- Concessions
- Events
- Advertising
- Board of Directors

### ARENA

- Administration
- Box Office
- Maintenance
- Promotions
- Concessions
- Events
- Advertising
- Board of Directors

## **EN-JOIE GOLF COURSE - 85**

### **MISSION STATEMENT**

The En-Joie Golf Club is in business to provide its members and patrons with a very high quality golfing experience.

### **DESCRIPTION**

En-Joie Golf Club is a championship golf course nestled along the Susquehanna River in Endicott. En-Joie has been the focal point of golf in the Southern Tier and has a storied history within the golf community.

The golf course features over 50 sand bunkers, numerous water hazards, bent grass greens and narrow tree-lined fairways that are sure to challenge any golfer. The facility includes a practice driving range, large putting green, full-service snack bar and grill room, men's and women's locker rooms, and a professionally run golf shop.

En-Joie offers annual membership and is also open to the public. The golf course is open from early-April through late-November.

### **2010 OBJECTIVES**

- Providing an extremely relaxing and enjoyable environment for the game of golf.
- Promoting the game of golf.
- Providing superior customer service to all members and guests.
- Providing innovative and technically sound golf instruction.
- Offering new and appealing merchandise to the public.
- Maintaining the best conditioned and manicured championship golf course in the County.

- Hosting charity, corporate, and municipal outings.
- Continually improving goodwill and faith within the surrounding community.



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

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|----------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                 |                   |                         |  |                           |                             |                         |
| Director of Golf                 | NA                | 1                       | 1  | 1                         | 1                           | 1                       |
| Superintendent of Golf           | NA                | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b> |                   | <b>2</b>                | <b>2</b>   | <b>2</b>                  | <b>2</b>                    | <b>2</b>                |
| <b>PART TIME</b>                 |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b> |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>           |                   | <b>2</b>                | <b>2</b>   | <b>2</b>                  | <b>2</b>                    | <b>2</b>                |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT                                    | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 DEPARTMENTAL INCOME          |                                     |                |                |                                  |                             |                               |                           |
| 0027                                       | MISCELLANEOUS                       | 3,894          | 4,000          | 6,499                            | 4,000                       | 4,000                         | 4,000                     |
| 0652                                       | DRIVING RANGE FEES                  | 27,000         | 27,000         | 9,000                            | 27,000                      | 27,000                        | 27,000                    |
| 0653                                       | GREENS FEES                         | 352,300        | 362,400        | 246,412                          | 362,400                     | 362,400                       | 362,400                   |
| 0654                                       | ANNUAL MEMBERSHIP                   | 196,460        | 218,000        | 208,456                          | 222,000                     | 222,000                       | 222,000                   |
| 0655                                       | GOLF CART RENTALS                   | 144,979        | 150,000        | 110,730                          | 158,000                     | 158,000                       | 158,000                   |
| 0660                                       | MERCHANDISE SALES                   | 31,692         | 36,000         | 24,680                           | 36,000                      | 36,000                        | 36,000                    |
| CHARACTER 02 SUBTOTAL                      |                                     | 756,325        | 797,400        | 605,777                          | 809,400                     | 809,400                       | 809,400                   |
| CHARACTER :03 USE OF MONEY AND PROPERTY    |                                     |                |                |                                  |                             |                               |                           |
| 0186                                       | INTEREST AND EARNINGS               | 1,003          |                | 160                              |                             |                               |                           |
| 0656                                       | TOURNAMENT RENTALS                  | 99,000         | 101,500        | 5,562                            | 102,500                     | 102,500                       | 102,500                   |
| 0657                                       | RESTAURANT RENTAL                   | 105            |                |                                  |                             |                               |                           |
| CHARACTER 03 SUBTOTAL                      |                                     | 100,108        | 101,500        | 5,722                            | 102,500                     | 102,500                       | 102,500                   |
| CHARACTER :06 SALE OF PROP & COMP FOR LOSS |                                     |                |                |                                  |                             |                               |                           |
| 0213                                       | SALE OF EQUIPMENT                   | 2,173          |                |                                  |                             |                               |                           |
| CHARACTER 06 SUBTOTAL                      |                                     | 2,173          |                |                                  |                             |                               |                           |
| CHARACTER :07 MISC/INTERFUND REVENUES      |                                     |                |                |                                  |                             |                               |                           |
| 0217                                       | PREMIUM & ACCRUED INT ON OBLIGATION | 1,790          |                | 773                              |                             |                               |                           |
| 0229                                       | TRANSFER FROM INSURANCE RESERVE     | 630            |                | 1,682                            |                             |                               |                           |
| 0232                                       | UNUSED CAPITAL FUND                 | 1              |                |                                  |                             |                               |                           |
| CHARACTER 07 SUBTOTAL                      |                                     | 2,421          |                | 2,455                            |                             |                               |                           |
| TYPE R SUBTOTAL                            |                                     | 861,027        | 898,900        | 613,954                          | 911,900                     | 911,900                       | 911,900                   |

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

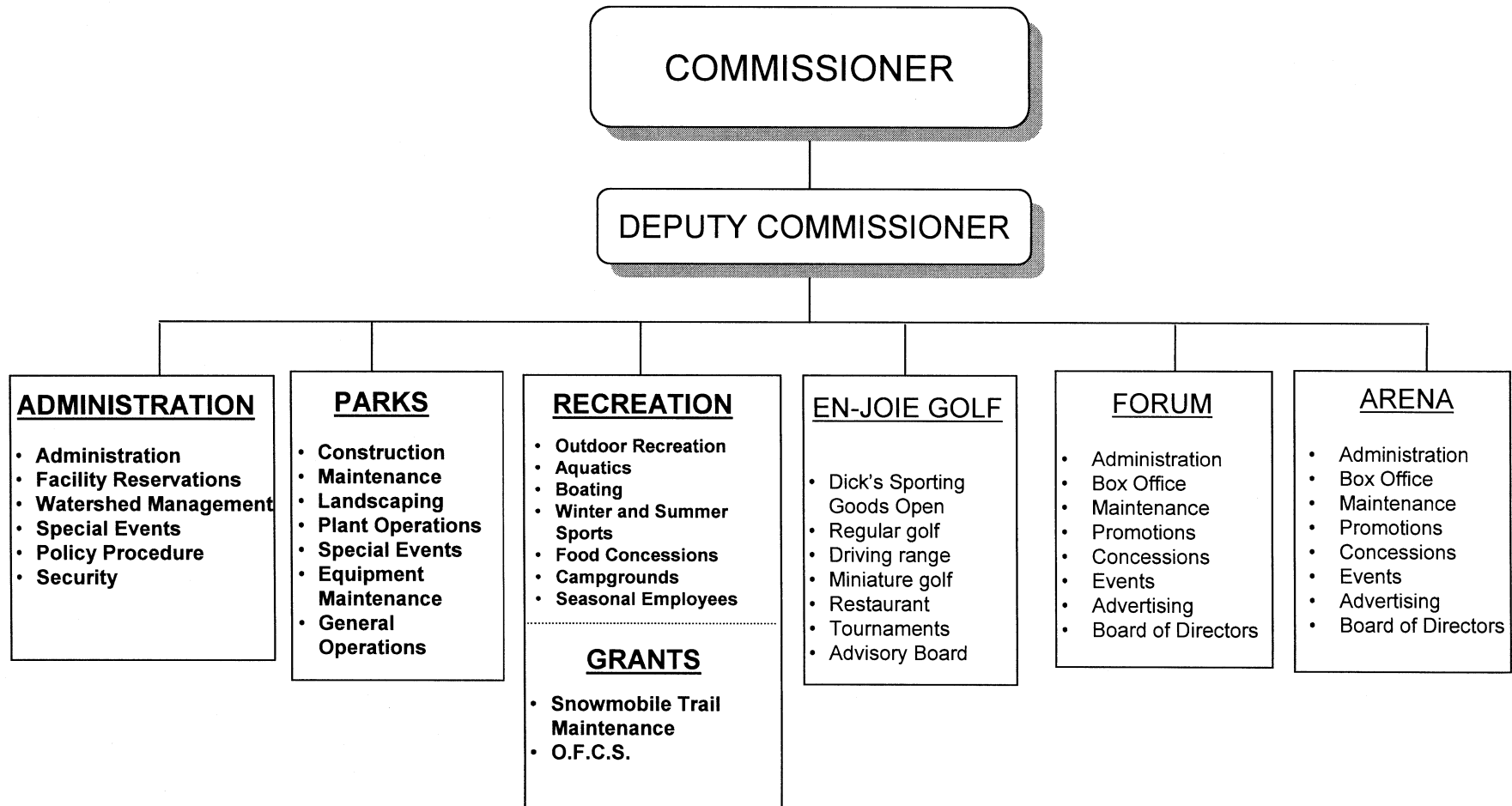
| SUBJECT                                    | SUBJECT TITLE                      | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :10 PERSONAL SERVICE             |                                    |                |                |                                  |                             |                               |                           |
| 1000                                       | SALARIES FULL-TIME                 | 129,276        | 128,942        | 76,192                           | 132,810                     | 132,810                       | 132,810                   |
| 1600                                       | SALARIES TEMPORARY                 | 227,234        | 245,000        | 157,184                          | 245,000                     | 245,000                       | 245,000                   |
|  |                                    | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10 SUBTOTAL                      |                                    | 356,510        | 373,942        | 233,376                          | 377,810                     | 377,810                       | 377,810                   |
| CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY |                                    |                |                |                                  |                             |                               |                           |
| 2230                                       | MAINTENANCE EQUIPMENT              |                | 5,000          |                                  |                             |                               |                           |
|  |                                    | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 20 SUBTOTAL                      |                                    |                | 5,000          |                                  |                             |                               |                           |
| CHARACTER :40 CONTRACTUAL EXPENDITURES     |                                    |                |                |                                  |                             |                               |                           |
| 4319                                       | OFFICE SUPPLIES                    | 282            | 500            | 370                              | 500                         | 500                           | 500                       |
| 4323                                       | BLDG MAINTENANCE SUPPLIES          | 4,773          | 3,000          | 1,548                            | 5,000                       | 5,000                         | 5,000                     |
| 4326                                       | FUEL AND HEATING SUPPLIES          | 8,699          | 11,000         | 619                              | 9,300                       | 9,300                         | 9,300                     |
| 4329                                       | BLDG AND GROUNDS SUPPLIES          | 75,184         | 88,000         | 75,594                           | 92,000                      | 92,000                        | 92,000                    |
| 4341                                       | MOTOR EQUIPMENT SUPPLIES           | 10,266         | 12,000         | 8,901                            | 10,800                      | 10,800                        | 10,800                    |
| 4347                                       | GAS OIL GREASE AND DIESEL FUEL     | 17,610         | 20,000         | 6,852                            | 13,800                      | 13,800                        | 13,800                    |
| 4348                                       | TIRES AND TUBES                    |                | 500            | 492                              | 500                         | 500                           | 500                       |
| 4349                                       | MISC OPERATIONAL SUPPLIES          | 21,197         | 7,000          | 6,543                            | 7,000                       | 7,000                         | 7,000                     |
| 4357                                       | RECREATIONAL AND ACTIVITY SUPPLIES | 18,564         | 25,000         | 17,608                           | 20,000                      | 20,000                        | 20,000                    |
| 4358                                       | SAFETY SUPPLIES                    | 348            | 500            |                                  | 400                         | 400                           | 400                       |
| 4359                                       | COMPUTER SOFTWARE AND SUPPLIES     |                | 1,700          | 67                               | 1,700                       | 1,700                         | 1,700                     |
| 4411                                       | POSTAGE AND FREIGHT                | 28             | 500            | 26                               | 100                         | 100                           | 100                       |
| 4418                                       | DUES AND MEMBERSHIPS               | 1,663          | 1,600          | 1,916                            | 1,600                       | 1,600                         | 1,600                     |
| 4423                                       | BLDG GROUNDS AND EQUIP REPAIR      | 6,659          | 2,000          | 9,734                            | 2,000                       | 2,000                         | 2,000                     |
| 4425                                       | WATER AND SEWAGE CHARGES           | 13,620         | 23,000         | 4,104                            | 21,000                      | 21,000                        | 21,000                    |
| 4427                                       | ELECTRIC CURRENT                   | 27,657         | 22,000         | 16,808                           | 24,200                      | 24,200                        | 24,200                    |
| 4429                                       | BUILDING AND GROUNDS EXPENSES      | 13,518         | 18,000         | 17,937                           | 14,500                      | 14,500                        | 14,500                    |
| 4438                                       | RECREATIONAL AND ACTIVITY EXPENSES | 12             |                |                                  |                             |                               |                           |
| 4448                                       | ADVERTISING AND PROMOTION EXPENSES | 13,635         | 15,000         | 9,577                            | 15,000                      | 15,000                        | 15,000                    |
| 4449                                       | OTHER OPERATIONAL EXPENSES         | 53,466         | 1,000          | 2,427                            | 2,000                       | 2,000                         | 2,000                     |
| 4462                                       | TRAVEL HOTEL AND MEALS             |                | 700            |                                  |                             |                               |                           |
| 4463                                       | EDUCATION AND TRAINING             | 242            | 1,000          |                                  | 300                         | 300                           | 300                       |
| 4511                                       | COUNTY RENTALS-MACHINERY           | 107,954        | 137,000        | 130,181                          | 115,000                     | 115,000                       | 115,000                   |
| 4520                                       | PROPERTY LOSS                      | 381            |                | 1,152                            |                             |                               |                           |
| 4725                                       | OTHER FINANCIAL SERVICES           | 6,885          |                | 4,175                            | 6,500                       | 6,500                         | 6,500                     |
| 4747                                       | OTHER FEES FOR SERVICES            | 1,400          |                | 1,400                            |                             |                               |                           |
| 4901                                       | DAY TRIP MEAL REIMBURSEMENT        | 6              |                |                                  |                             |                               |                           |
|  |                                    | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40 SUBTOTAL                      |                                    | 404,049        | 391,000        | 318,031                          | 363,200                     | 363,200                       | 363,200                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE                   | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|---------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES             |                |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK    | 18,502         | 22,583         | 22,553                           | 22,813                      | 22,813                        | 22,813                    |
| 4609          | DATA PROCESSING CHARGEBACKS     |                | 7,334          |                                  | 6,989                       | 6,989                         | 6,989                     |
| 4614          | OTHER CHARGEBACK EXPENSES       | 264            | 7,500          |                                  | 7,500                       | 7,500                         | 7,500                     |
| 4617          | DUPLICATING/PRINTING CHARGEBACK | 81             | 195            |                                  | 100                         | 100                           | 100                       |
| 4618          | OFFICE SUPPLIES CHARGEBACK      | 2              | 5              | 134                              | 50                          | 50                            | 50                        |
|               |                                 | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                        | 18,849         | 37,617         | 22,687                           | 37,452                      | 37,452                        | 37,452                    |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS       |                |                |                                  |                             |                               |                           |
| 6001          | PRINCIPAL ON BANS               | -----          | 9,394          | 9,394                            | 9,394                       | 9,394                         | 9,394                     |
|               |                                 | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 60  | SUBTOTAL                        |                | 9,394          | 9,394                            | 9,394                       | 9,394                         | 9,394                     |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS        |                |                |                                  |                             |                               |                           |
| 7001          | INTEREST ON BANS                | -----          | 4,046          | 4,045                            | 2,960                       | 2,960                         | 2,960                     |
|               |                                 | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 70  | SUBTOTAL                        |                | 4,046          | 4,045                            | 2,960                       | 2,960                         | 2,960                     |
| CHARACTER :80 | EMPLOYEE BENEFITS               |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT                | 10,786         | 13,539         | 7,536                            | 14,742                      | 14,742                        | 14,742                    |
| 8030          | SOCIAL SECURITY                 | 27,155         | 28,606         | 17,782                           | 28,900                      | 28,900                        | 28,900                    |
| 8040          | WORKERS COMPENSATION            | 2,629          | 2,831          | 2,831                            | 3,257                       | 3,257                         | 3,257                     |
| 8050          | LIFE INSURANCE                  |                | 48             |                                  | 48                          | 48                            | 48                        |
| 8060          | HEALTH INSURANCE                | 9,201          | 11,042         | 5,276                            | 11,606                      | 11,606                        | 11,606                    |
| 8070          | UNEMPLOYMENT INSURANCE          | 14,533         | 10,000         | 22,069                           | 15,000                      | 15,000                        | 15,000                    |
|               |                                 | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                        | 64,304         | 66,066         | 55,494                           | 73,553                      | 73,553                        | 73,553                    |
|               |                                 | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                        | 843,712        | 887,065        | 643,027                          | 864,369                     | 864,369                       | 864,369                   |
|               |                                 | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| DEPARTMENT 85 | SUBTOTAL                        | 17,315         | 11,835         | -29,073                          | 47,531                      | 47,531                        | 47,531                    |
|               |                                 | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| SUBFUND 309   | SUBTOTAL                        | 17,315         | 11,835         | -29,073                          | 47,531                      | 47,531                        | 47,531                    |

# PARKS & RECREATION



## **PARKS & RECREATION - 54**

### **Administration - 1003**

#### **MISSION STATEMENT**

The Administrative Division of the Parks and Recreation Department provides the support services for the entire department as well as interfacing with the County Executive, Legislature, Law Department and the community. It also provides for flood and erosion control to the County's watershed areas.

#### **DESCRIPTION**

Article XI provides for a Department of Parks and Recreation, including the Veterans' Arena and Forum. It is a regionally based parks and recreation system serving a population of roughly 200,000 people. This park system consists of: Nathaniel Cole (317 acres) on County Route 63 in the Town of Colesville; Dorchester (1142 acres) in the Town of Triangle; Finch Hollow in the Town of Maine (12 acres); Greenwood (415 acres) on County Route 320 in the Town of Nanticoke; Grippen and Roundtop (46 acres) and En-Joie Golf Course in the Village of Endicott; Hawkins Pond (307 acres) in the Town of Windsor; and Otsiningo (150 acres) in the Town of Dickinson. This system also includes an eighteen hole golf course, three beaches, a campground, a performing arts theater, a 7200-seat arena, cross-country skiing, swimming, boating, professional hockey, and many other leisure activities. Annually, over two million people use this system.

The department is also responsible for Aqua-Terra (466 undeveloped acres) in the Town of Binghamton and in the Town of Dickinson both the BAGSAI Complex (softball fields) and the Community Garden Plots.

Parks and Recreation also operates and maintains twenty-three flood control structures. These include watersheds on Brandywine Creek; Brixius Creek; Deposit Watersheds (3 sites); Finch Hollow Creek (2); Little Choconut Creek (6); Nanticoke Creek (9) and Patterson Creek.

#### **2010 OBJECTIVES**

- Continue to provide quality facilities to the residents of Broome County
- Maintain present level of service to the residents of Broome County
- Continue to maintain the County's 23 watersheds for the health and safety of all Broome County residents

#### **2010 BUDGET HIGHLIGHTS**

- Maintain present level of service
- Continue to look for new revenue streams to offset our 2010 net County support
- Continue to maintain watersheds in-house
- Continue to administer the following grants:
  - Office of Family & Children's Services – NYS Division for Youth
  - NYS Snowmobile Trail Maintenance
- New for 2010 will be the BMX complex at Grippen Park and Ross Park

## 54 1003 PARKS &amp; RECREATION/Administration

| <u>Title of Position</u>                  | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                          |                   |                         |  |                           |                             |                         |
| Commissioner of Parks & Recreation*       | G Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Deputy Commissioner of Parks & Recreation | E Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Director of Recreation                    | C Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary                                 | 13 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Princiapl Account Clerk                   | 13 CSEA           | 0                       | 0  | 1                         | 0                           | 0                       |
| Senior Account Clerk                      | 9 CSEA            | 1                       | 1  | 0                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b>          |                   | <b>5</b>                | <b>5</b>   | <b>5</b>                  | <b>5</b>                    | <b>5</b>                |
| <b>PART TIME</b>                          |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b>          |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>                    |                   | <b>5</b>                | <b>5</b>   | <b>5</b>                  | <b>5</b>                    | <b>5</b>                |

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

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :10 ADMINISTRATION

| SUBJECT       | SUBJECT TITLE                | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME          |                 |                |                                  |                             |                               |                           |
| 0147          | MISCELLANEOUS                | 784             | 1,000          | 93                               | 5,000                       | 5,000                         | 5,000                     |
| 0485          | GROUND RENTALS               | 1,833           |                | 2,365                            |                             |                               |                           |
|               |                              | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                     | 2,617           | 1,000          | 2,458                            | 5,000                       | 5,000                         | 5,000                     |
| CHARACTER :03 | USE OF MONEY AND PROPERTY    |                 |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS        | 318             |                | 82                               |                             |                               |                           |
| 0196          | VENDING MACHINE              | 962             |                |                                  |                             |                               |                           |
|               |                              | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 03  | SUBTOTAL                     | 1,280           |                | 82                               |                             |                               |                           |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS |                 |                |                                  |                             |                               |                           |
| 0213          | SALE OF EQUIPMENT            |                 | 4,000          |                                  | 4,000                       | 4,000                         | 4,000                     |
|               |                              | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 06  | SUBTOTAL                     |                 | 4,000          |                                  | 4,000                       | 4,000                         | 4,000                     |
| CHARACTER :08 | STATE AID                    |                 |                |                                  |                             |                               |                           |
| 0337          | PARKS - YOUTH PROGRAMS       | 60,767          | 58,767         | 408                              | 28,108                      | 28,108                        | 28,108                    |
|               |                              | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 08  | SUBTOTAL                     | 60,767          | 58,767         | 408                              | 28,108                      | 28,108                        | 28,108                    |
|               |                              | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R        | SUBTOTAL                     | 64,664          | 63,767         | 2,948                            | 37,108                      | 37,108                        | 37,108                    |



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :10 ADMINISTRATION

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :10 | PERSONAL SERVICE                   |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                 | 201,525         | 206,308        | 128,375                          | 216,393                     | 213,610                       | 213,610                   |
| 1600          | SALARIES TEMPORARY                 |                 |                | 180                              |                             |                               |                           |
|               |                                    | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10  | SUBTOTAL                           | 201,525         | 206,308        | 128,555                          | 216,393                     | 213,610                       | 213,610                   |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS            | 260             | 500            | 169                              | 500                         | 500                           | 500                       |
| 4319          | OFFICE SUPPLIES                    | 1,988           | 2,500          | 824                              | 2,500                       | 2,000                         | 2,000                     |
| 4323          | BLDG MAINTENANCE SUPPLIES          | 187             |                | 242                              |                             |                               |                           |
| 4329          | BLDG AND GROUNDS SUPPLIES          |                 | 500            |                                  | 500                         |                               |                           |
| 4341          | MOTOR EQUIPMENT SUPPLIES           | 131             |                | 80                               |                             |                               |                           |
| 4342          | PHOTOGRAPHIC SUPPLIES              |                 | 75             |                                  | 75                          |                               |                           |
| 4349          | MISC OPERATIONAL SUPPLIES          | 20              | 100            |                                  | 100                         | 50                            | 50                        |
| 4411          | POSTAGE AND FREIGHT                | 11              | 50             | 5                                | 50                          | 50                            | 50                        |
| 4418          | DUES AND MEMBERSHIPS               | 418             | 500            |                                  | 500                         | 200                           | 200                       |
| 4419          | GENERAL OFFICE EXPENSES            |                 | 1,000          | 14                               | 1,000                       | 500                           | 500                       |
| 4442          | PHOTOGRAPHIC EXPENSES              |                 | 100            |                                  | 100                         | 50                            | 50                        |
| 4448          | ADVERTISING AND PROMOTION EXPENSES |                 | 200            |                                  | 200                         | 200                           | 200                       |
| 4462          | TRAVEL HOTEL AND MEALS             | 190             | 500            | 20                               | 500                         | 100                           | 100                       |
| 4463          | EDUCATION AND TRAINING             | 132             | 1,000          | 172                              | 1,000                       | 400                           | 400                       |
| 4701          | MEDICAL AND PHYSICAL EXAMS         |                 | 580            |                                  |                             |                               |                           |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        | 88              |                |                                  |                             |                               |                           |
|               |                                    | -----           | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40  | SUBTOTAL                           | 3,425           | 7,605          | 1,526                            | 7,025                       | 4,050                         | 4,050                     |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :10 ADMINISTRATION

| SUBJECT       | SUBJECT TITLE                | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES          |                 |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK | 50,742          | 44,691         | 44,691                           | 29,896                      | 29,896                        | 29,896                    |
| CHARACTER 41  | SUBTOTAL                     | 50,742          | 44,691         | 44,691                           | 29,896                      | 29,896                        | 29,896                    |
| CHARACTER :80 | EMPLOYEE BENEFITS            |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT             | 16,744          | 21,662         | 10,005                           | 24,020                      | 23,711                        | 23,711                    |
| 8030          | SOCIAL SECURITY              | 14,736          | 15,783         | 9,436                            | 16,554                      | 16,341                        | 16,341                    |
| 8040          | WORKERS COMPENSATION         | 74,172          | 27,534         | 72,459                           | 67,880                      | 67,880                        | 67,880                    |
| 8050          | LIFE INSURANCE               | 77              | 96             | 49                               | 77                          | 77                            | 77                        |
| 8060          | HEALTH INSURANCE             | 73,567          | 50,236         | 31,403                           | 52,810                      | 52,810                        | 52,810                    |
| 8062          | RETIREE HEALTH INSURANCE     |                 | 30,687         | 19,551                           | 32,261                      | 32,261                        | 32,261                    |
| 8063          | DISABILITY INSURANCE         | 260             | 240            | 153                              | 258                         | 258                           | 258                       |
| CHARACTER 80  | SUBTOTAL                     | 179,556         | 146,238        | 143,056                          | 193,860                     | 193,338                       | 193,338                   |
| TYPE X        | SUBTOTAL                     | 435,248         | 404,842        | 317,828                          | 447,174                     | 440,894                       | 440,894                   |
| DIVISION 10   | SUBTOTAL                     | -370,584        | -341,075       | -314,880                         | -410,066                    | -403,786                      | -403,786                  |

## **PARKS & RECREATION - 54**

### **Parks – 2001**

#### **MISSION STATEMENT**

To provide the skilled support services that maintain the various buildings and grounds in the Parks & Recreation Department using the most efficient and cost effective methods available while providing for the safety and health of the patron.

#### **DESCRIPTION**

Article XI provides for a Department of Parks and Recreation, including the Veterans' Arena and Forum. It is a regionally based parks and recreation system serving a population of roughly 200,000 people. This park system consists of: Nathaniel Cole (317 acres) on County Route 63 in the Town of Colesville; Dorchester (1142 acres) in the Town of Triangle; Finch Hollow in the Town of Maine (12 acres); Greenwood (415 acres) on County Route 320 in the Town of Nanticoke; Grippen and Roundtop (46 acres) and En-Joie Golf course in the Village of Endicott; Hawkins Pond (307 acres) in the Town of Windsor; and Otsiningo (150 acres) in the Town of Dickinson. This system also includes an eighteen hole golf course, three beaches, a campground, a performing arts theater, a 7200-seat arena, cross-country skiing, swimming, boating, professional hockey, and many other leisure activities. Annually, over two million people use this system.

The department is also responsible for Aqua-Terra (466 undeveloped acres) in the Town of Binghamton and in the Town of Dickinson both the BAGSAI Complex (softball fields) and the Community Garden Plots. Parks and Recreation also operates and maintains twenty-three flood control structures. These include watersheds on Brandywine Creek; Brixius Creek; Deposit Watersheds (3 sites); Finch Hollow Creek (2); Little Choconut Creek (6); Nanticoke Creek (9); and Patterson Creek.

#### **2010 OBJECTIVES**

- Continue to raise the visibility of the department through: promotional literature, public service announcements, participation by department personnel in public forums relevant to our mission, outreach to, and cooperation with, current and potential parks user groups, and whatever other cost-effective means are at our disposal.
- Facilitate maintenance of facilities through regular park inspections and consultation with Risk Manager
- Maintain 23 watersheds for the health and safety of Broome County residents
- Maintain roadway improvement program
- Continue development and implementation of capital projects
- Continue to enhance efficiency and promote cost-savings by forming partnerships with recreation groups, local municipalities and other County departments
- Continue to host and help organize the Broome County Employee's Picnic, keeping in mind its twin goals of enhancing employee camaraderie and morale while providing workers with a valuable leisure activity
- Maintain a comprehensive schedule of special events, ranging from established events such as the Spiedie Fest and Balloon Rally to new ones such as the Broome County Parks Triathlon.

#### **2010 BUDGET HIGHLIGHTS**

- Purchase necessary equipment
- Maintain park system with present levels of funding
- Continue allocating resources for maintenance of the Arena/Forum
- Capital improvement request for parks construction projects, surface rehabilitation and equipment replacement, and repairs and renovations

| <u>Title of Position</u>              | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|---------------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                      |                   |                         |  |                           |                             |                         |
| Assistant Recreation Facility Manager | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Park Operations Manager               | AFSCME            | 1                       | 1  | 1                         | 1                           | 1                       |
| Park Manager                          | AFSCME            | 4                       | 4  | 4                         | 4                           | 4                       |
| Assistant Park Manager                | AFSCME            | 3                       | 3  | 3                         | 3                           | 3                       |
| Construction Worker                   | AFSCME            | 3                       | 3  | 3                         | 3                           | 3                       |
| Motor Equipment Operator III          | AFSCME            | 1                       | 1  | 1                         | 1                           | 1                       |
| Park Equipment Maintenance Mechanic   | AFSCME            | 1                       | 1  | 1                         | 1                           | 1                       |
| Park Technician                       | AFSCME            | 7                       | 7  | 7                         | 7                           | 7                       |
| Senior Park Technician                | AFSCME            | <u>4</u>                | <u>4</u>   | <u>4</u>                  | <u>4</u>                    | <u>4</u>                |
| <b>Total Full-Time Positions</b>      |                   | <b>25</b>               | <b>25</b>  | <b>25</b>                 | <b>25</b>                   | <b>25</b>               |
| <b>PART TIME</b>                      |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b>      |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>                |                   | <b>25</b>               | <b>25</b>  | <b>25</b>                 | <b>25</b>                   | <b>25</b>               |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :20 PARKS

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                 |                |                                  |                             |                               |                           |
| 0211          | MINOR SALES - PUBLIC WORKS          |                 |                | 210                              |                             |                               |                           |
| CHARACTER 06  | SUBTOTAL                            |                 |                | 210                              |                             |                               |                           |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                 |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES | 1,462           |                | 121                              |                             |                               |                           |
| 0229          | TRANSFER FROM INSURANCE RESERVE     | 8,907           |                | 379                              |                             |                               |                           |
| CHARACTER 07  | SUBTOTAL                            | 10,369          |                | 500                              |                             |                               |                           |
| TYPE R        | SUBTOTAL                            | 10,369          |                | 710                              |                             |                               |                           |
| CHARACTER :10 | PERSONAL SERVICE                    |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                  | 1,086,685       | 1,108,174      | 680,054                          | 1,141,813                   | 1,141,813                     | 1,141,813                 |
| 1600          | SALARIES TEMPORARY                  | 58,778          | 68,500         | 67,254                           | 68,500                      | 68,500                        | 68,500                    |
| 1700          | SALARIES OVERTIME                   | 39,346          | 28,500         | 28,021                           | 28,500                      | 28,500                        | 28,500                    |
| 1900          | SALARIES SHIFT DIFFERENTIAL         | 1,989           | 2,000          | 505                              | 2,000                       | 2,000                         | 2,000                     |
| 1940          | OTHER PERSONNEL SERVICES            | 8,850           | 8,500          | 920                              | 8,500                       | 8,500                         | 8,500                     |
| CHARACTER 10  | SUBTOTAL                            | 1,195,648       | 1,215,674      | 776,754                          | 1,249,313                   | 1,249,313                     | 1,249,313                 |

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :20 PARKS

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4323          | BLDG MAINTENANCE SUPPLIES          | 67,786          | 78,700         | 42,556                           | 78,700                      | 66,700                        | 66,700                    |
| 4326          | FUEL AND HEATING SUPPLIES          | 16,605          | 27,145         | 8,587                            | 23,900                      | 20,072                        | 20,072                    |
| 4329          | BLDG AND GROUNDS SUPPLIES          | 29,590          | 43,500         | 23,600                           | 43,500                      | 35,000                        | 35,000                    |
| 4331          | FOOD AND BEVERAGES                 | 2,846           |                | 1,809                            |                             |                               |                           |
| 4341          | MOTOR EQUIPMENT SUPPLIES           | 37,985          | 40,000         | 21,495                           | 40,000                      | 35,000                        | 35,000                    |
| 4347          | GAS OIL GREASE AND DIESEL FUEL     | 28,780          | 44,000         | 13,407                           | 36,000                      | 30,000                        | 30,000                    |
| 4348          | TIRES AND TUBES                    | 3,467           | 5,000          | 4,214                            | 5,000                       | 5,000                         | 5,000                     |
| 4349          | MISC OPERATIONAL SUPPLIES          | 2,819           | 6,400          | 3,013                            | 6,400                       | 5,000                         | 5,000                     |
| 4357          | RECREATIONAL AND ACTIVITY SUPPLIES | 966             | 2,000          | 1,861                            | 2,000                       | 1,000                         | 1,000                     |
| 4358          | SAFETY SUPPLIES                    |                 | 500            |                                  |                             |                               |                           |
| 4411          | POSTAGE AND FREIGHT                |                 |                | 7                                |                             |                               |                           |
| 4423          | BLDG GROUNDS AND EQUIP REPAIR      | 1,101           | 600            |                                  | 600                         | 100                           | 100                       |
| 4425          | WATER AND SEWAGE CHARGES           | 4,126           | 5,500          | 7,629                            | 5,500                       | 5,500                         | 5,500                     |
| 4426          | HEATING AND AIR COND PLANT EXP     |                 | 500            |                                  | 500                         | 100                           | 100                       |
| 4427          | ELECTRIC CURRENT                   | 39,061          | 47,000         | 28,670                           | 47,000                      | 38,000                        | 38,000                    |
| 4429          | BUILDING AND GROUNDS EXPENSES      | 26,519          | 26,250         | 16,399                           | 26,250                      | 25,000                        | 25,000                    |
| 4431          | KITCHEN & DINING ROOM EXPENSES     |                 |                | 2,450                            |                             |                               |                           |
| 4441          | MOTOR EQUIP REPAIRS AND MAINT      | 433             | 1,000          | 2,136                            | 1,000                       | 1,000                         | 1,000                     |
| 4444          | UNIFORM AND CLOTHING ALLOWANCE     | 3,324           | 5,120          | 1,255                            | 5,120                       | 5,120                         | 5,120                     |
| 4449          | OTHER OPERATIONAL EXPENSES         | 12,624          | 5,000          | 4,577                            | 5,000                       | 4,000                         | 4,000                     |
| 4462          | TRAVEL HOTEL AND MEALS             | 40              |                | 94                               |                             |                               |                           |
| 4520          | PROPERTY LOSS                      | 8,887           |                | 379                              |                             |                               |                           |
| 4523          | INSURANCE CLAIMS                   | 20              |                |                                  |                             |                               |                           |
| 4764          | CASH SHORT AND OVER                | -5              |                |                                  |                             |                               |                           |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        |                 |                | 36                               |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                           | 286,974         | 338,215        | 184,174                          | 326,470                     | 276,592                       | 276,592                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :20 PARKS

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES                 |                 |                |                                  |                             |                               |                           |
| 4614          | OTHER CHARGEBACK EXPENSES           | 2,279           |                | 1,632                            |                             |                               |                           |
| 4615          | GASOLINE CHARGEBACK                 | 41,987          | 43,904         | 4,869                            | 37,300                      | 35,000                        | 35,000                    |
| 4616          | FLEET SERVICE CHARGEBACK            | 40,809          |                |                                  |                             |                               |                           |
| 4626          | TRANSPORTATION SERVICES CHARGEBACKS |                 | 7,907          | 7,907                            | 5,211                       | 5,211                         | 5,211                     |
| CHARACTER 41  | SUBTOTAL                            | 85,075          | 51,811         | 14,408                           | 42,511                      | 40,211                        | 40,211                    |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS           |                 |                |                                  |                             |                               |                           |
| 6008          | PRINCIPAL ON CAPITAL LEASE          | 1,110           |                |                                  |                             |                               |                           |
| CHARACTER 60  | SUBTOTAL                            | 1,110           |                |                                  |                             |                               |                           |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS            |                 |                |                                  |                             |                               |                           |
| 7005          | INTEREST ON CAPITAL LEASE           | 91              |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                            | 91              |                |                                  |                             |                               |                           |
| CHARACTER :80 | EMPLOYEE BENEFITS                   |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT                    | 94,681          | 112,181        | 57,609                           | 126,741                     | 126,741                       | 126,741                   |
| 8030          | SOCIAL SECURITY                     | 87,236          | 94,131         | 56,726                           | 95,573                      | 95,573                        | 95,573                    |
| 8040          | WORKERS COMPENSATION                |                 | 13,043         |                                  |                             |                               |                           |
| 8050          | LIFE INSURANCE                      | 472             | 600            | 314                              | 480                         | 480                           | 480                       |
| 8060          | HEALTH INSURANCE                    | 371,055         | 295,895        | 179,995                          | 306,584                     | 306,584                       | 306,584                   |
| 8062          | RETIREE HEALTH INSURANCE            |                 | 127,917        | 89,728                           | 148,694                     | 148,694                       | 148,694                   |
| 8063          | DISABILITY INSURANCE                | 169             | 120            | 84                               | 129                         | 129                           | 129                       |
| 8070          | UNEMPLOYMENT INSURANCE              | 106             |                | 66                               |                             |                               |                           |
| CHARACTER 80  | SUBTOTAL                            | 553,719         | 643,887        | 384,522                          | 678,201                     | 678,201                       | 678,201                   |
| TYPE X        | SUBTOTAL                            | 2,122,617       | 2,249,587      | 1,359,858                        | 2,296,495                   | 2,244,317                     | 2,244,317                 |
| DIVISION 20   | SUBTOTAL                            | -2,112,248      | -2,249,587     | -1,359,148                       | -2,296,495                  | -2,244,317                    | -2,244,317                |

## **PARKS & RECREATION - 54**

### **Recreation - 3017**

#### **MISSION STATEMENT**

To provide a safe and varied recreational experience that is family oriented yet can meet the needs of youth, senior citizens, and the disabled on a regional basis.

#### **DESCRIPTION**

Article XI provides for a Department of Parks and Recreation, including the Veterans' Arena and Forum. It is a regionally based parks and recreation system serving a population of roughly 200,000 people. This park system consists of: Nathaniel Cole (317 acres) on County Route 63 in the Town of Colesville; Dorchester (1142 acres) in the Town of Triangle; Finch Hollow in the Town of Maine (12 acres); Greenwood (415 acres) on County Route 320 in the Town of Nanticoke; Grippen and Roundtop (46 acres) and En-Joie Golf Course in the Village of Endicott; Hawkins Pond (307 acres) in the Town of Windsor; and Otsiningo (150 acres) in the Town of Dickinson. This system also includes an eighteen hole golf course, three beaches, a campground, a performing arts theater, a 7200-seat arena, cross-country skiing, swimming, boating, professional hockey, and many other leisure activities. Annually, over two million people use this system.

The department is also responsible for Aqua-Terra (466 undeveloped acres) in the Town of Binghamton and in the Town of Dickinson both the BAGSAI Complex (softball fields) and the Community Garden Plots.

Parks and Recreation also operates and maintains twenty-three flood control structures. These include watersheds on Brandywine Creek; Brixius Creek; Deposit Watersheds (3 sites); Finch Hollow Creek (2); Little Choconut Creek (6); Nanticoke Creek (9); and Patterson Creek.

#### **2010 OBJECTIVES**

- Maintain 2009 levels of advertising for department
- Continued efforts working with YMCA on aquatics programming and staffing
- Conduct the following special events:
  - o Crappie Derby
  - o Relay for Life and other fundraising walks and runs
  - o American Powerboat Racing Championship
  - o Collegiate and High School Rowing Championships
  - o Spiedie Fest/Balloon Rally
  - o Hometown Holiday Festival of Lights
  - o Broome County Parks Triathlon
- Continue to develop partnerships in the community with groups such as: Whitney Point Youth Association, CYO, Harpursville Youth, YMCA, and Town of Chenango Parks Department.

#### **2010 BUDGET HIGHLIGHTS**

- Search for new partnerships for additional special events throughout the community
- Maintain or reduce present level of net County support
- Continue to install playground structures at our facilities
- Develop new marketing avenues and leisure entertainment activities for families



## 54 3017 PARKS &amp; RECREATION/Recreation

| <u>Title of Position</u>          | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|-----------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b>FULL TIME</b>                  |                   |                         |  |                           |                             |                         |
| Director of Nature Interpretation | 15 BAPA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Naturalist                        | 14 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b>  |                   | <b>2</b>                | <b>2</b>   | <b>2</b>                  | <b>2</b>                    | <b>2</b>                |
| <b>PART TIME</b>                  |                   |                         |  |                           |                             |                         |
| <b>Total Part-Time Positions</b>  |                   | <b>0</b>                | <b>0</b>   | <b>0</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>            |                   | <b>2</b>                | <b>2</b>   | <b>2</b>                  | <b>2</b>                    | <b>2</b>                |

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :30 RECREATION

| SUBJECT       | SUBJECT TITLE            | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME      |                 |                |                                  |                             |                               |                           |
| 0147          | MISCELLANEOUS            | 1,094           | 5,000          | 2,699                            | 5,000                       | 5,000                         | 5,000                     |
| 0150          | FOOD CONCESSION          | 42,395          | 55,000         | 36,689                           | 50,000                      | 50,000                        | 50,000                    |
| 0151          | BOAT CONCESSION          | 29,598          | 35,000         | 24,975                           | 35,000                      | 35,000                        | 35,000                    |
| 0152          | CAMPING                  | 39,093          | 33,000         | 27,384                           | 43,000                      | 43,000                        | 43,000                    |
| 0153          | SHELTER RENTAL           | 33,878          | 34,000         | 34,580                           | 35,000                      | 35,000                        | 35,000                    |
| 0154          | SKI CONCESSION           | 1,172           | 6,000          | 3,047                            | 6,000                       | 6,000                         | 6,000                     |
| 0155          | SKATING                  | 991             |                |                                  |                             |                               |                           |
| 0493          | SWIMMING LESSONS         |                 | 150            |                                  | 150                         | 150                           | 150                       |
| 0497          | UNIFORM SALES            | 20              | 100            | 90                               |                             |                               |                           |
| CHARACTER 02  | SUBTOTAL                 | 148,241         | 168,250        | 129,464                          | 174,150                     | 174,150                       | 174,150                   |
| TYPE R        | SUBTOTAL                 | 148,241         | 168,250        | 129,464                          | 174,150                     | 174,150                       | 174,150                   |
| CHARACTER :10 | PERSONAL SERVICE         |                 |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME       | 89,144          | 91,576         | 57,331                           | 94,244                      | 94,244                        | 94,244                    |
| 1600          | SALARIES TEMPORARY       | 205,954         | 190,000        | 188,949                          | 190,000                     | 190,000                       | 190,000                   |
| 1700          | SALARIES OVERTIME        | 4,601           | 4,800          | 2,181                            | 4,800                       | 4,800                         | 4,800                     |
| 1940          | OTHER PERSONNEL SERVICES | 1,890           | 3,800          | 1,030                            | 3,800                       | 3,800                         | 3,800                     |
| CHARACTER 10  | SUBTOTAL                 | 301,589         | 290,176        | 249,491                          | 292,844                     | 292,844                       | 292,844                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :30 RECREATION

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|-----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                 |                |                                  |                             |                               |                           |
| 4331          | FOOD AND BEVERAGES                 | 5,892           | 26,200         | 2,556                            | 24,200                      | 23,200                        | 23,200                    |
| 4349          | MISC OPERATIONAL SUPPLIES          | 2,811           | 6,000          | 2,957                            | 6,000                       | 5,000                         | 5,000                     |
| 4357          | RECREATIONAL AND ACTIVITY SUPPLIES | 14,247          | 12,000         | 3,126                            | 12,000                      | 7,000                         | 7,000                     |
| 4438          | RECREATIONAL AND ACTIVITY EXPENSES | 45              | 800            | 45                               | 800                         | 500                           | 500                       |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 2,979           | 1,000          |                                  | 1,000                       | 500                           | 500                       |
| 4458          | OTHER PROGRAM EXPENSE              | 350             |                |                                  |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                           | 26,324          | 46,000         | 8,684                            | 44,000                      | 36,200                        | 36,200                    |
| CHARACTER :41 | CHARGEBACK EXPENSES                |                 |                |                                  |                             |                               |                           |
| 4625          | FOOD SERVICE CHARGEBACKS           | 11,904          |                |                                  |                             |                               |                           |
| CHARACTER 41  | SUBTOTAL                           | 11,904          |                |                                  |                             |                               |                           |
| CHARACTER :80 | EMPLOYEE BENEFITS                  |                 |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT                   | 7,982           | 9,616          | 5,307                            | 10,461                      | 10,461                        | 10,461                    |
| 8030          | SOCIAL SECURITY                    | 22,316          | 22,199         | 18,563                           | 22,403                      | 22,403                        | 22,403                    |
| 8040          | WORKERS COMPENSATION               |                 | 3,623          |                                  |                             |                               |                           |
| 8050          | LIFE INSURANCE                     | 38              | 48             | 26                               | 38                          | 38                            | 38                        |
| 8060          | HEALTH INSURANCE                   | 27,101          | 29,810         | 18,993                           | 31,338                      | 31,338                        | 31,338                    |
| 8063          | DISABILITY INSURANCE               | 130             | 120            | 83                               | 130                         | 130                           | 130                       |
| CHARACTER 80  | SUBTOTAL                           | 57,567          | 65,416         | 42,972                           | 64,370                      | 64,370                        | 64,370                    |
| TYPE X        | SUBTOTAL                           | 397,384         | 401,592        | 301,147                          | 401,214                     | 393,414                       | 393,414                   |
| DIVISION 30   | SUBTOTAL                           | -249,143        | -233,342       | -171,683                         | -227,064                    | -219,264                      | -219,264                  |
| DEPARTMENT 54 | SUBTOTAL                           | -2,731,975      | -2,824,004     | -1,845,711                       | -2,933,625                  | -2,867,367                    | -2,867,367                |

# LIBRARY

BOARD

DIRECTOR

## CENTRAL LIBRARY

- Information Services
- Circulation Services
- Youth Services
- Technical Services
- Library Support Services
- Administration
- Local History & Genealogy

## **CENTRAL LIBRARY - 10**

### **MISSION STATEMENT**

To provide materials and services to ensure community residents meet their personal, educational, professional and recreational information needs.

### **DESCRIPTION**

The Library provides information for economic development within the community. Materials in various formats are provided to assist individuals and businesses in effectively responding to the changing marketplace. Special attention is devoted to currency of small business materials.

The Library serves as the gateway to reading for children and young adults. Consideration is given to stimulating interest and appreciation of reading through programming and collection development.

The Library is the source of free recreational reading and life long learning for community residents. Emphasis is placed on providing a broad range of current fiction, non-fiction, and informational support in a variety of formats for all ages and reading levels. Programming and collection development tools are employed to meet the needs of this diverse community.

The Library houses a unique group of local history and genealogy materials, joining collections of the Broome County Historical Society, Broome County Historian and City of Binghamton Historian. This allows researchers access to a

wide range of materials on the history of the local Broome County area and family histories.

The Library is comprised of two defined service areas. As part of County government, the Library serves the citizens residing within the political jurisdiction of Broome County. According to the 2000 U.S. census, this encompasses a geographical area of 707 square miles and a population of 200,536 from ages newborn to over 100. In addition, since Broome County also serves as the Central Library for the Four County Library System, its service area effectively includes the residents of Chenango, Delaware and Otsego Counties, an additional 3,343 square miles and 161,132 residents.

To meet the needs of this diverse patron base, the Library features the following service areas:

### **Information Services**

- Broad based informational support
- Accommodation of all ages and reading levels
- Extensive reference collection
- Periodical collection
- Electronic online resources
- Business files/reference tools
- Approachable and knowledgeable staff
- Clear signage
- Adequate staffing levels
- Adequate phone lines
- Accessible shelving
- Adequate casual seating
- Programming for adults covering a variety of interests

### **Youth Services**

- Variety of materials and formats
- Multiple copies of popular titles
- Youth-friendly staff
- Easy accessibility
- Ample and inviting space
- Variety of programs for ages 0-14

### **Popular Materials**

- Current and popular materials in a variety of formats
- Sufficient multiple copies to meet demand
- Reader's advisory service
- Browsing encouraged
- Attractive monthly displays of materials

### **Local History & Genealogy Center**

- Cooperative materials collection
- Extensive primary source documents, photographic and archival materials
- Regional focus for genealogical and migration materials
- Educational programs for local groups and schools
- Periodical collection dealing with genealogy and history
- Digitization projects for rare and archival materials
- Indexing and abstracting of original materials for online database
- Microfilm copies of local newspapers, and census documents

### **2010 OBJECTIVES**

- Continue to provide quality reference, interlibrary loan and youth services to Broome County and the Four County Region
- Consolidation of services: BCPL and Four County's online catalog project completed

- Educate the public in the variety of electronic resources available in the Library
- Update Library collection for currency and relevancy
- Implement services that will maximize use of the Ahearn Business Resource Center
- Increase the Library's visibility within the community through programming, outreach and partnering
- Automate the local history index to an online database and add to Library database and website
- Participate in a cooperative digitization project with South Central Regional Library Council using OCLC Content DM
- Continue creating the platform for a digitization project for the 170,000 obituary file collection
- Increase workshops and educational programs for school service groups

### **2010 BUDGET HIGHLIGHTS**

- Library Clerk positions reduced from 9 to 7 full-time
- Continuing consolidation of some services with the Four County Library System
- Contain controllable costs at 2009 levels
- Energy saving measures dropped electric consumption by 12%

## 84 1007 LIBRARY/Central Library

| <u>Title of Position</u>             | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>Adopted</u> |
|--------------------------------------|-------------------|-------------------------|--|---------------------------|-----------------------------|-------------------------|
| <b><u>FULL TIME</u></b>              |                   |                         |  |                           |                             |                         |
| Library Director III                 | F Admin           | 1                       | 1  | 1                         | 1                           | 1                       |
| Secretary                            | 14 Admin          | 1                       | 1  | 1                         | 1                           | 1                       |
| Librarian III                        | 20 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Librarian II                         | 18 CSEA           | 2                       | 2  | 2                         | 2                           | 2                       |
| Librarian I                          | 16 CSEA           | 3                       | 3  | 3                         | 3                           | 3                       |
| Computer Hardware Technician/Trainee | 16/14 CSEA        | 1                       | 0  | 0                         | 0                           | 0                       |
| Library Assistant                    | 13 CSEA           | 2                       | 2  | 2                         | 1                           | 1                       |
| Principal Library Clerk              | 12 CSEA           | 2                       | 2  | 2                         | 2                           | 2                       |
| Custodial Supervisor                 | 11 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Account Clerk                 | 9 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Keyboard Specialist                  | 8 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Senior Library Clerk                 | 8 CSEA            | 3                       | 3  | 3                         | 3                           | 3                       |
| Library Clerk                        | 6 CSEA            | 9                       | 9  | 8                         | 7                           | 7                       |
| Custodial Worker                     | 6 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| Page                                 | 5 CSEA            | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Full-Time Positions</b>     |                   | <b>30</b>               | <b>29</b>  | <b>28</b>                 | <b>26</b>                   | <b>26</b>               |
| <b><u>PART TIME</u></b>              |                   |                         |  |                           |                             |                         |
| Librarian I                          | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Computer Hardware Tech               | 16 CSEA           | 1                       | 1  | 1                         | 1                           | 1                       |
| Custodial Worker                     | 6 CSEA            | 2                       | 2  | 2                         | 2                           | 2                       |
| Library Clerk                        | 6 CSEA            | 7                       | 7  | 7                         | 7                           | 7                       |
| County Historian                     | NA                | 1                       | 1  | 1                         | 1                           | 1                       |
| Deputy County Historian              | NA                | 1                       | 1  | 1                         | 1                           | 1                       |
| <b>Total Part-Time Positions</b>     |                   | <b>13</b>               | <b>13</b>  | <b>13</b>                 | <b>13</b>                   | <b>13</b>               |
| <b>TOTAL POSITIONS</b>               |                   | <b>43</b>               | <b>42</b>  | <b>41</b>                 | <b>39</b>                   | <b>39</b>               |

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                |                |                                  |                             |                               |                           |
| 0011          | LIBRARY COPY FEES                   | 1,672          | 1,720          | 1,277                            | 1,000                       | 1,000                         | 1,000                     |
| 0027          | MISCELLANEOUS                       | 53,701         | 59,740         | 33,505                           | 40,000                      | 40,000                        | 40,000                    |
| 0159          | RENTALS & FEES                      | 4,680          | 7,000          | 3,870                            | 6,000                       | 6,000                         | 6,000                     |
| 0464          | OTHER LOCAL GOVERNMENTS             | 628,298        | 653,269        |                                  | 655,229                     | 655,229                       | 655,229                   |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02  | SUBTOTAL                            | 688,351        | 721,729        | 38,652                           | 702,229                     | 702,229                       | 702,229                   |
| CHARACTER :03 | USE OF MONEY AND PROPERTY           |                |                |                                  |                             |                               |                           |
| 0186          | INTEREST AND EARNINGS               | 23,886         | 25,000         | 2,498                            | 20,000                      | 20,000                        | 20,000                    |
| 0197          | COMMISSIONS                         | 4,181          | 4,300          | 2,831                            | 4,129                       | 4,129                         | 4,129                     |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 03  | SUBTOTAL                            | 28,067         | 29,300         | 5,329                            | 24,129                      | 24,129                        | 24,129                    |
| CHARACTER :06 | SALE OF PROP & COMP FOR LOSS        |                |                |                                  |                             |                               |                           |
| 0207          | MINOR SALES OTHER                   |                |                | 8                                |                             |                               |                           |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 06  | SUBTOTAL                            |                |                | 8                                |                             |                               |                           |
| CHARACTER :07 | MISC/INTERFUND REVENUES             |                |                |                                  |                             |                               |                           |
| 0215          | REFUNDS OF PRIOR YEARS EXPENDITURES |                |                | 2,148                            |                             |                               |                           |
| 0216          | GIFTS AND DONATIONS                 | 1,607          | 800            | 1,300                            | 1,500                       | 1,500                         | 1,500                     |
| 0217          | PREMIUM & ACCRUED INT ON OBLIGATION | 1,275          |                | 582                              |                             |                               |                           |
| 0227          | TRANSFER FROM GENERAL FUND          | 1,591,762      | 1,601,740      | 1,601,740                        | 1,550,046                   | 1,550,046                     | 1,550,046                 |
| 0229          | TRANSFER FROM INSURANCE RESERVE     | 398            |                |                                  |                             |                               |                           |
| 0232          | UNUSED CAPITAL FUND                 | 2,266          |                |                                  |                             |                               |                           |
| 0233          | EARNINGS ON TEMPORARY INVESTMENTS   | 177            |                |                                  |                             |                               |                           |
|               |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 07  | SUBTOTAL                            | 1,597,485      | 1,602,540      | 1,605,770                        | 1,551,546                   | 1,551,546                     | 1,551,546                 |



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

| SUBJECT                                | SUBJECT TITLE                  | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|--------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :08 STATE AID                |                                |                |                |                                  |                             |                               |                           |
| 0460                                   | OTHER STATE AID                | 107,240        | 118,934        | 24,822                           | 108,348                     | 108,348                       | 108,348                   |
|  |                                | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 08 SUBTOTAL                  |                                | 107,240        | 118,934        | 24,822                           | 108,348                     | 108,348                       | 108,348                   |
|  |                                | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R SUBTOTAL                        |                                | 2,421,143      | 2,472,503      | 1,674,581                        | 2,386,252                   | 2,386,252                     | 2,386,252                 |
| CHARACTER :10 PERSONAL SERVICE         |                                |                |                |                                  |                             |                               |                           |
| 1000                                   | SALARIES FULL-TIME             | 979,338        | 1,003,729      | 618,782                          | 973,802                     | 904,849                       | 904,849                   |
| 1500                                   | SALARIES PART-TIME             | 113,438        | 115,781        | 62,846                           | 100,081                     | 100,081                       | 100,081                   |
| 1700                                   | SALARIES OVERTIME              | 97             | 130            | 235                              | 130                         | 130                           | 130                       |
| 1900                                   | SALARIES SHIFT DIFFERENTIAL    | 513            | 627            | 390                              | 627                         | 627                           | 627                       |
|  |                                | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10 SUBTOTAL                  |                                | 1,093,386      | 1,120,267      | 682,253                          | 1,074,640                   | 1,005,687                     | 1,005,687                 |
| CHARACTER :40 CONTRACTUAL EXPENDITURES |                                |                |                |                                  |                             |                               |                           |
| 4311                                   | BOOKS AND SUBSCRIPTIONS        | 1,450          | 1,200          | 104                              | 1,500                       | 1,500                         | 1,500                     |
| 4319                                   | OFFICE SUPPLIES                | 19,003         | 34,000         | 3,670                            | 34,000                      | 34,000                        | 34,000                    |
| 4323                                   | BLDG MAINTENANCE SUPPLIES      | 164            | 500            | 3,807                            | 1,500                       | 1,500                         | 1,500                     |
| 4326                                   | FUEL AND HEATING SUPPLIES      | 32,082         | 51,000         | 10,968                           | 40,250                      | 40,250                        | 40,250                    |
| 4329                                   | BLDG AND GROUNDS SUPPLIES      | 5,576          | 6,936          | 2,833                            | 7,000                       | 7,000                         | 7,000                     |
| 4331                                   | FOOD AND BEVERAGES             | 116            | 55             | 22                               | 100                         | 100                           | 100                       |
| 4347                                   | GAS OIL GREASE AND DIESEL FUEL |                | 50             |                                  |                             |                               |                           |
| 4349                                   | MISC OPERATIONAL SUPPLIES      | 60             |                |                                  |                             |                               |                           |
| 4359                                   | COMPUTER SOFTWARE AND SUPPLIES | 40,347         | 50,914         | 60,260                           | 70,062                      | 70,062                        | 70,062                    |
| 4370                                   | BOOKS ADULT SERVICES           | 75,906         | 84,000         | 22,308                           | 72,012                      | 72,012                        | 72,012                    |
| 4371                                   | JUVENILE BOOKS                 | 36,963         | 47,113         | 17,351                           | 51,943                      | 51,943                        | 51,943                    |
| 4372                                   | REFERENCE MATERIALS            | 41,442         | 28,000         | 10,555                           |                             |                               |                           |
| 4373                                   | SUBSCRIPTIONS                  | 20,086         | 12,355         | 12,695                           | 17,535                      | 17,535                        | 17,535                    |
| 4374                                   | AUDIOVISUAL MATERIALS          | 27,980         | 27,876         | 23,036                           | 30,000                      | 30,000                        | 30,000                    |
| 4375                                   | ELECTRONIC ACCESS MATERIALS    | 23,538         | 20,000         | 21,646                           | 23,675                      | 23,675                        | 23,675                    |
| 4376                                   | LOCAL HISTORY                  | 707            | 2,400          | 818                              | 2,400                       | 2,400                         | 2,400                     |
| 4411                                   | POSTAGE AND FREIGHT            | 5,580          | 12,258         | 2,430                            | 6,445                       | 6,445                         | 6,445                     |
| 4418                                   | DUES AND MEMBERSHIPS           | 1,399          | 1,390          | 1,102                            | 1,360                       | 1,360                         | 1,360                     |
| 4419                                   | GENERAL OFFICE EXPENSES        | 10,327         | 12,446         | 11,654                           | 14,730                      | 14,730                        | 14,730                    |
| 4423                                   | BLDG GROUNDS AND EQUIP REPAIR  | 1,774          | 2,000          | 768                              | 2,000                       | 2,000                         | 2,000                     |
| 4425                                   | WATER AND SEWAGE CHARGES       | 1,940          | 2,000          | 1,845                            | 2,093                       | 2,093                         | 2,093                     |
| 4427                                   | ELECTRIC CURRENT               | 107,053        | 111,000        | 51,449                           | 107,448                     | 107,448                       | 107,448                   |
| 4429                                   | BUILDING AND GROUNDS EXPENSES  | 10,093         | 15,778         | 7,579                            | 17,415                      | 17,415                        | 17,415                    |

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

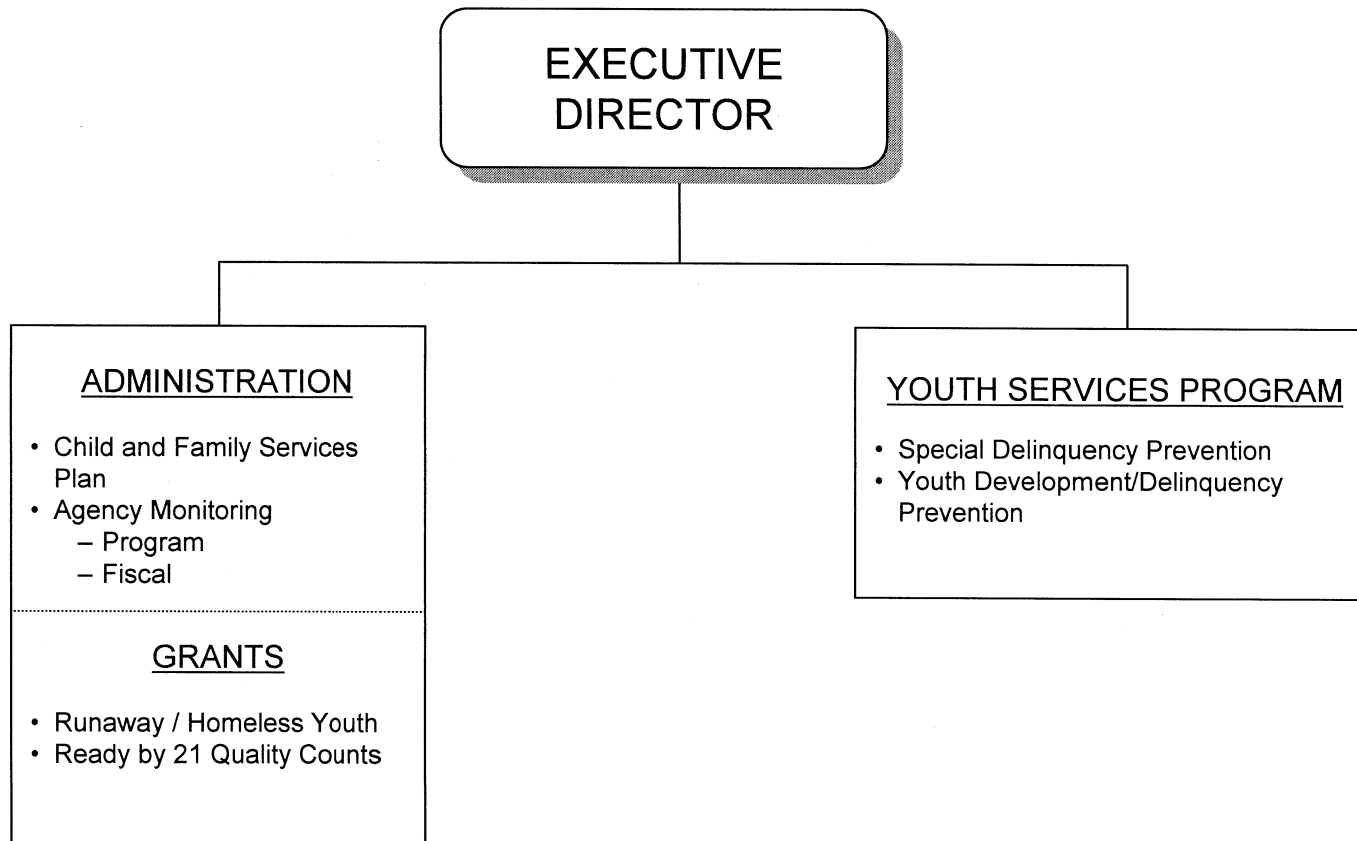
| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                |                |                                  |                             |                               |                           |
| 4447          | OPERATIONAL EQUIPMENT REPAIRS      |                | 500            |                                  | 500                         | 500                           | 500                       |
| 4448          | ADVERTISING AND PROMOTION EXPENSES | 2,509          | 500            | 744                              | 1,450                       | 1,450                         | 1,450                     |
| 4449          | OTHER OPERATIONAL EXPENSES         | 1,304          | 2,000          | 329                              | 2,000                       | 2,000                         | 2,000                     |
| 4461          | MILEAGE AND PARKING-LOCAL          | 250            | 25             | 264                              | 1,000                       | 1,000                         | 1,000                     |
| 4462          | TRAVEL HOTEL AND MEALS             | 252            | 1,000          |                                  |                             |                               |                           |
| 4463          | EDUCATION AND TRAINING             | 181            | 600            | 164                              |                             |                               |                           |
| 4466          | ADVISORY BD/TRUSTEES EXPENSES      | 338            | 450            | 365                              | 450                         | 450                           | 450                       |
| 4514          | HARDWARE MAINTENANCE               | 1,213          |                |                                  |                             |                               |                           |
| 4520          | PROPERTY LOSS                      | 398            |                |                                  |                             |                               |                           |
| 4747          | OTHER FEES FOR SERVICES            | 10,440         | 10,955         | 6,650                            | 19,494                      | 19,494                        | 19,494                    |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        | 18             |                |                                  |                             |                               |                           |
| CHARACTER 40  | SUBTOTAL                           | 480,489        | 539,301        | 275,416                          | 528,362                     | 528,362                       | 528,362                   |
| CHARACTER :41 | CHARGEBACK EXPENSES                |                |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK       | 9,377          | 6,842          | 6,842                            | 6,157                       | 6,157                         | 6,157                     |
| 4604          | DPW SECURITY CHARGEBACKS           | 64,355         | 81,445         | 40,722                           | 103,854                     | 103,854                       | 103,854                   |
| 4606          | TELEPHONE BILLING ACCOUNT          | 16,639         | 16,822         | 7,347                            | 15,212                      | 15,212                        | 15,212                    |
| 4609          | DATA PROCESSING CHARGEBACKS        | 73,848         | 83,959         | 41,979                           | 88,865                      | 88,865                        | 88,865                    |
| 4614          | OTHER CHARGEBACK EXPENSES          | 9              | 20             | 17                               | 20                          | 20                            | 20                        |
| 4617          | DUPLICATING/PRINTING CHARGEBACK    | 2,102          | 2,413          | 1,395                            | 2,200                       | 2,200                         | 2,200                     |
| 4618          | OFFICE SUPPLIES CHARGEBACK         | 4,243          | 4,354          | 2,287                            | 4,250                       | 4,250                         | 4,250                     |
| 4619          | BUILDING SERVICE CHARGEBACK        | 8,416          | 25,000         | 2,892                            | 25,000                      | 25,000                        | 25,000                    |
| CHARACTER 41  | SUBTOTAL                           | 178,989        | 220,855        | 103,481                          | 245,558                     | 245,558                       | 245,558                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

| SUBJECT       | SUBJECT TITLE                  | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|--------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS      |                |                |                                  |                             |                               |                           |
| 6000          | PRINCIPAL ON SERIAL BONDS      | 2,719          | 2,839          | 2,839                            | 2,958                       | 2,958                         | 2,958                     |
| 6001          | PRINCIPAL ON BANS              | 31,608         | 31,608         | 31,608                           | 34,649                      | 34,649                        | 34,649                    |
| 6008          | PRINCIPAL ON CAPITAL LEASE     | 1,238          |                |                                  |                             |                               |                           |
| CHARACTER 60  | SUBTOTAL                       | 35,565         | 34,447         | 34,447                           | 37,607                      | 37,607                        | 37,607                    |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS       |                |                |                                  |                             |                               |                           |
| 7000          | INTEREST ON SERIAL BONDS       | 1,213          | 1,113          | 582                              | 1,006                       | 1,006                         | 1,006                     |
| 7001          | INTEREST ON BANS               | 5,277          | 2,881          | 2,880                            | 2,231                       | 2,231                         | 2,231                     |
| 7005          | INTEREST ON CAPITAL LEASE      | 91             |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                       | 6,581          | 3,994          | 3,462                            | 3,237                       | 3,237                         | 3,237                     |
| CHARACTER :80 | EMPLOYEE BENEFITS              |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT               | 91,501         | 116,785        | 52,081                           | 116,432                     | 108,778                       | 108,778                   |
| 8030          | SOCIAL SECURITY                | 79,394         | 85,684         | 49,338                           | 82,507                      | 77,232                        | 77,232                    |
| 8040          | WORKERS COMPENSATION           | 13,704         | 13,227         | 13,227                           | 13,108                      | 13,108                        | 13,108                    |
| 8050          | LIFE INSURANCE                 | 547            | 696            | 345                              | 532                         | 494                           | 494                       |
| 8060          | HEALTH INSURANCE               | 413,191        | 315,743        | 196,297                          | 314,151                     | 298,481                       | 298,481                   |
| 8062          | RETIREE HEALTH INSURANCE       |                | 161,504        | 100,014                          | 185,893                     | 207,708                       | 207,708                   |
| 8070          | UNEMPLOYMENT INSURANCE         | 2,532          |                | 464                              |                             |                               |                           |
| 8081          | EMPLOYEE TUITION REIMBURSEMENT | 7,904          | 10,000         | 2,092                            | 10,000                      | 10,000                        | 10,000                    |
| CHARACTER 80  | SUBTOTAL                       | 608,773        | 703,639        | 413,858                          | 722,623                     | 715,801                       | 715,801                   |
| TYPE X        | SUBTOTAL                       | 2,403,783      | 2,622,503      | 1,512,917                        | 2,612,027                   | 2,536,252                     | 2,536,252                 |
| DEPARTMENT 84 | SUBTOTAL                       | 17,360         | -150,000       | 161,664                          | -225,775                    | -150,000                      | -150,000                  |
| SUBFUND 304   | SUBTOTAL                       | 17,360         | -150,000       | 161,664                          | -225,775                    | -150,000                      | -150,000                  |

# YOUTH BUREAU



## **YOUTH BUREAU - 64**

### **MISSION STATEMENT**

The Broome County Youth Bureau's mission is to promote and encourage the development of a comprehensive system of services to youth and their families through planning, funding, coordination, evaluation, and advocacy.

### **DESCRIPTION**

The Broome County Youth Bureau was established by a resolution adopted by the Broome County Legislature on July 6, 1971. The Youth Bureau is responsible for distributing Office of Children & Family Services funds to local agencies that provide services for youth in accordance with the Broome County Child & Family Services Plan. Local agencies apply to the County (Youth Bureau) for funds. Applications are evaluated by the Youth Bureau Advisory Board and approved by the County Legislature. The Youth Bureau then applies to the NYS Office of Children and Family Services for program funding and enters into contracts with the agencies. The Youth Bureau also leads the efforts in planning for services, opportunities, and supports for youth throughout Broome County.

### **2010 OBJECTIVES**

- Continue our partnership between Cornell University Cooperative Extension of Broome County to facilitate a spring and fall series of Advancing Youth Development training.
- Continue to strengthen and streamline our Request for Proposal process.
- Continue working with the Department of Social Services to strengthen the continuum of services and supports for children, youth, and families identified in our Child and Family Services Plan.

- Continue to lead the effort to define goals, gather data, and develop a comprehensive continuum for runaway and homeless youth, including the implementation of a program for runaway/homeless youth under age 21.
- Continue to monitor and evaluate all residential services provided for runaway and homeless youth under age of 21.
- Educate the community regarding youth issues, needs, problems, and advocate for the adoption of strong legislation to better serve our youth.
- Continue to act as lead entity in planning efforts for youth in Broome County including the assessment of local youth needs and the development of strategies to address those needs.

### **2010 BUDGET HIGHLIGHTS**

- Continue to document statistics pertaining to Youth Services and programs. This data is essential in reviewing trends and recommending funds that address gaps in the community.
- Continue to maintain Youth Services Program costs to state aid support level.
- Continue to act as the lead entity in planning efforts for youth in Broome County.

## 64 0011 Youth Bureau

| <u>Title of Position</u>         | <u>Grade/Unit</u> | <u>2008<br/>Actuals</u> | <u>As of<br/>9/1/2009<br/>Current<br/>Authorized</u> | <u>2010<br/>Requested</u> | <u>2010<br/>Recommended</u> | <u>2010<br/>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>0</u>                    | <u>0</u>                |
| <b>Total Full-Time Positions</b> |                   | <b>2</b>                | <b>2</b>   | <b>2</b>                  | <b>1</b>                    | <b>1</b>                |
| <b><u>PART TIME</u></b>          |                   |                         |  |                           |                             |                         |
| Senior Account Clerk             | 9 CSEA            | <u>1</u>                | <u>1</u>   | <u>1</u>                  | <u>0</u>                    | <u>0</u>                |
| <b>Total Part-Time Positions</b> |                   | <b>1</b>                | <b>1</b>   | <b>1</b>                  | <b>0</b>                    | <b>0</b>                |
| <b>TOTAL POSITIONS</b>           |                   | <b>3</b>                | <b>3</b>   | <b>3</b>                  | <b>1</b>                    | <b>1</b>                |

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:64 YOUTH BUREAU

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 | DEPARTMENTAL INCOME                |                |                |                                  |                             |                               |                           |
| 0645          | LITIGATION RECOVERY                |                |                | 319                              |                             |                               |                           |
| CHARACTER 02  | SUBTOTAL                           |                |                | 319                              |                             |                               |                           |
| CHARACTER :08 | STATE AID                          |                |                |                                  |                             |                               |                           |
| 0336          | YOUTH BUREAU                       | 24,454         | 40,387         |                                  | 41,134                      | 41,134                        | 41,134                    |
| 0338          | YOUTH SERVICE PROGRAMS             | 226,605        | 253,753        | 38,509                           | 199,466                     | 199,466                       | 199,466                   |
| CHARACTER 08  | SUBTOTAL                           | 251,059        | 294,140        | 38,509                           | 240,600                     | 240,600                       | 240,600                   |
| TYPE R        | SUBTOTAL                           | 251,059        | 294,140        | 38,828                           | 240,600                     | 240,600                       | 240,600                   |
| CHARACTER :10 | PERSONAL SERVICE                   |                |                |                                  |                             |                               |                           |
| 1000          | SALARIES FULL-TIME                 | 91,540         | 95,699         | 63,080                           | 101,580                     | 53,191                        | 53,191                    |
| 1500          | SALARIES PART-TIME                 | 14,354         | 15,214         | 7,337                            | 12,541                      |                               |                           |
| CHARACTER 10  | SUBTOTAL                           | 105,894        | 110,913        | 70,417                           | 114,121                     | 53,191                        | 53,191                    |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                |                |                                  |                             |                               |                           |
| 4311          | BOOKS AND SUBSCRIPTIONS            | 18             |                | 33                               | 50                          |                               |                           |
| 4319          | OFFICE SUPPLIES                    | 922            | 1,715          | 89                               | 1,700                       | 1,000                         | 1,000                     |
| 4331          | FOOD AND BEVERAGES                 | 129            | 100            | 27                               | 200                         |                               |                           |
| 4418          | DUES AND MEMBERSHIPS               | 500            | 500            | 602                              | 602                         | 602                           | 602                       |
| 4448          | ADVERTISING AND PROMOTION EXPENSES |                | 315            |                                  | 315                         |                               |                           |
| 4451          | YOUTH SERVICE PROGRAMS             | 216,246        | 253,753        | 37,587                           | 199,466                     | 199,466                       | 199,466                   |
| 4461          | MILEAGE AND PARKING-LOCAL          | 432            | 500            | 292                              | 500                         | 500                           | 500                       |
| 4462          | TRAVEL HOTEL AND MEALS             | 669            | 650            | 124                              | 650                         | 650                           | 650                       |
| 4463          | EDUCATION AND TRAINING             | 280            | 550            | 60                               | 550                         | 300                           | 300                       |
| 4466          | ADVISORY BD/TRUSTEES EXPENSES      | 295            | 250            |                                  | 150                         | 150                           | 150                       |
| 4518          | COPYING MACHINE RENTALS            | 1,744          | 2,600          | 1,617                            | 2,600                       | 2,600                         | 2,600                     |
| 4901          | DAY TRIP MEAL REIMBURSEMENT        | 30             | 40             |                                  | 50                          | 50                            | 50                        |
| 5011          | DISCOVERY CENTER                   | 12,523         | 12,523         | 6,262                            | 13,000                      |                               |                           |
| 5053          | BROOME CO COOP EXT ASSN            | 422,139        | 454,139        | 340,604                          | 454,139                     |                               |                           |
| CHARACTER 40  | SUBTOTAL                           | 655,927        | 727,635        | 387,297                          | 673,972                     | 205,318                       | 205,318                   |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:64 YOUTH BUREAU

| SUBJECT       | SUBJECT TITLE                | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES          |                |                |                                  |                             |                               |                           |
| 4602          | INSURANCE PREMIUM CHARGEBACK | 5              | 7              | 4                                | 3                           | 3                             | 3                         |
| CHARACTER 41  | SUBTOTAL                     | 5              | 7              | 4                                | 3                           | 3                             | 3                         |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS    |                |                |                                  |                             |                               |                           |
| 6008          | PRINCIPAL ON CAPITAL LEASE   | 629            |                |                                  |                             |                               |                           |
| CHARACTER 60  | SUBTOTAL                     | 629            |                |                                  |                             |                               |                           |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS     |                |                |                                  |                             |                               |                           |
| 7005          | INTEREST ON CAPITAL LEASE    | 197            |                |                                  |                             |                               |                           |
| CHARACTER 70  | SUBTOTAL                     | 197            |                |                                  |                             |                               |                           |
| CHARACTER :80 | EMPLOYEE BENEFITS            |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT             | 8,826          | 11,708         | 5,563                            | 12,734                      | 5,904                         | 5,904                     |
| 8030          | SOCIAL SECURITY              | 7,258          | 8,531          | 5,012                            | 8,776                       | 4,069                         | 4,069                     |
| 8040          | WORKERS COMPENSATION         | 848            | 829            | 415                              | 796                         |                               |                           |
| 8050          | LIFE INSURANCE               | 58             | 72             | 35                               | 57                          | 19                            | 19                        |
| 8060          | HEALTH INSURANCE             | 29,663         | 29,194         | 11,760                           | 15,039                      |                               |                           |
| 8062          | RETIREE HEALTH INSURANCE     |                | 6,188          | 3,953                            | 5,929                       | 5,929                         | 5,929                     |
| 8063          | DISABILITY INSURANCE         | 256            | 240            | 151                              | 258                         |                               |                           |
| CHARACTER 80  | SUBTOTAL                     | 46,909         | 56,762         | 26,889                           | 43,589                      | 15,921                        | 15,921                    |
| TYPE X        | SUBTOTAL                     | 809,561        | 895,317        | 484,607                          | 831,685                     | 274,433                       | 274,433                   |
| DEPARTMENT 64 | SUBTOTAL                     | -558,502       | -601,177       | -445,779                         | -591,085                    | -33,833                       | -33,833                   |

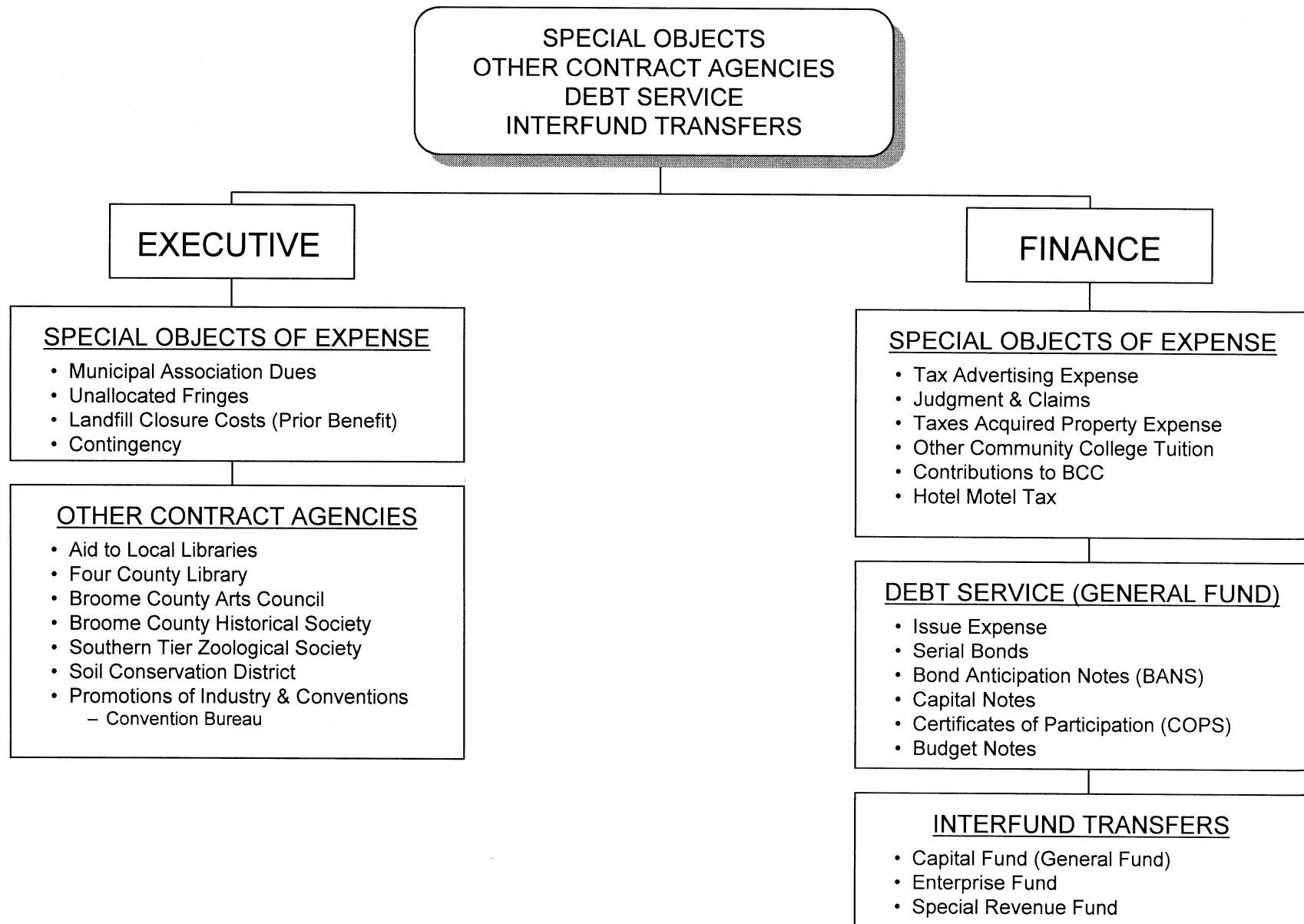


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## UNALLOCATED ITEMS

| <b><u>DEPARTMENT/DIVISION</u></b> | <b><u>PAGE</u></b> |
|-----------------------------------|--------------------|
| Special Objects of Expense        | 452                |
| Other--Contractual Agencies       | 457                |
| Debt Service                      | 461                |
| Interfund Transfers               | 463                |

# UNALLOCATED ITEMS



## UNALLOCATED ITEMS

### Introduction

**Unallocated Items** present the miscellaneous expenditure and revenue items, which are not appropriately presented elsewhere in a specific department. This section of the budget contains four components designated as departments for accounting convenience, but without such recognition in the Charter. The four components are: **Special Objects of Expense; Other Contractual Agencies; Debt Service; and Interfund Transfers.**

## SPECIAL OBJECTS OF EXPENSE

### Introduction

This unit contains the most varied of the expenditure and revenue items arranged by function or program.

### Appropriations

#### **General Government**

The administration of property taxes requires several expenditure accounts. **Tax Advertising and Expenses (4757)** are the advertising and other legal expenses incurred in enforcing property tax collection. **Tax Acquired Property Expenses (4756)** are expenses incurred in the maintenance of property acquired by the County for non-payment of taxes.

**Judgments and Claims (4753)** are payments for judgments against the County.

**Municipal Association Dues (4758)** are for the County's membership in the New York State Association of Counties and the National Association of Counties. Additional membership specific to a particular department is shown in each department. Cost of membership is generally based upon population.

The **Contingent Account (4752)** is established according to Article VI, Section 604, B, (2) and operated according to Section 609 of the Administrative Code. It is the County Executive's estimate of unexpected expenditures, which may arise during the year.

#### **Education**

**Other Community College Tuition (4508)** is Broome County's **mandated** share of the costs of Broome's citizens attending another New York community college. This amount serves as the sponsor share required to match state aid and tuition to finance local community colleges.

**Contributions to Broome Community College (BCC) (4509)** is the county's share of operating costs for the budget year. Although presented as a contractual expenditure, this is essentially an interfund transfer of resources required to balance the Community College fund. Because the Community College's fiscal year is the same as its academic year, the County Legislature adopts BCC's budget during the summer and commits the County to appropriate the local sponsor's share in the upcoming budget year. The Community College's capital and debt service requirements are also presented in this section of the budget (see **Debt Service** and **Interfund Transfers** below).

## Public Safety

**Justices and Constables** (4733) record the **mandated** quarterly payment of court costs incurred by town courts operating outside of normal County Court hours. This account is administered by the Law Department. The payments are made to the state as reimbursement.

## Undistributed

Certain employee fringe benefit calculations are aggregated upon a countywide or fund level in **Unallocated Employee Benefits** instead of a departmental basis. **Unemployment** (8070) and **State Retirement** (8010) are unallocated costs as are the costs for **Health Insurance** (8060) and Medicare for retired employees whose department may no longer exist (i.e., Courts or Chenango Bridge Nursing Home).

**Other Chargeback Expense** (4614) is payment to the Solid Waste Management fund for costs associated with Solid Waste Expense before implementation of the tipping fee. The costs cannot be assigned to the tipping fee because the benefit received preceded current use (Colesville Landfill closure, etc.).

The amount in **Salary and Fringe Benefit accounts** represents the cost of implementing salary and fringe benefit adjustments not included in department budgets. These accounts are also used to balance requested and/or base budgets with recommended and adopted increases.

## Revenue

There is a recovery of **Charges for Tax Advertising** (0014) from the sale of property acquired for tax purposes.

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT                                | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :02 DEPARTMENTAL INCOME      |                                     |                |                |                                  |                             |                               |                           |
| 0014                                   | CHGS FOR TAX ADV/REDEMPTION EXP     | 13,734         | 17,000         | 896                              | 17,000                      | 17,000                        | 17,000                    |
| 0559                                   | OTHER DEPARTMENTAL CHARGEBACK       |                | 574,993        |                                  |                             |                               |                           |
|  |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 02 SUBTOTAL                  |                                     | 13,734         | 591,993        | 896                              | 17,000                      | 17,000                        | 17,000                    |
|  |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE R SUBTOTAL                        |                                     | 13,734         | 591,993        | 896                              | 17,000                      | 17,000                        | 17,000                    |
| CHARACTER :10 PERSONAL SERVICE         |                                     |                |                |                                  |                             |                               |                           |
| 1950                                   | SALARY ADJUSTMENTS                  |                | 106,534        |                                  | -825,664                    | -825,664                      | -825,664                  |
| 1960                                   | DISCRETIONARY SALARY SAVINGS        |                | -2,195,527     |                                  | -2,273,560                  | -2,273,560                    | -2,773,560                |
|  |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 10 SUBTOTAL                  |                                     |                | -2,088,993     |                                  | -3,099,224                  | -3,099,224                    | -3,599,224                |
| CHARACTER :40 CONTRACTUAL EXPENDITURES |                                     |                |                |                                  |                             |                               |                           |
| 4448                                   | ADVERTISING AND PROMOTION EXPENSES  | 9,528          | 27,000         | 3,000                            | 27,000                      | 27,000                        | 27,000                    |
| 4508                                   | OTHER COMM COLLEGES TUITION         | 792,582        | 850,000        | 400,785                          | 800,000                     | 800,000                       | 800,000                   |
| 4509                                   | CONTRIBUTION TO BROOME COMM COLLEGE | 6,380,710      | 6,530,710      | 6,530,710                        | 6,791,938                   | 6,791,938                     | 6,791,937                 |
| 4568                                   | MMIS MEDICAL ASSISTANCE             |                |                |                                  | -6,250,985                  | -6,250,985                    | -6,250,985                |
| 4721                                   | ACCTG AND COST ALLOCATION SERVICES  |                | 6,500          |                                  | 6,500                       | 6,500                         | 6,500                     |
| 4733                                   | JUSTICES AND CONSTABLE FEES         | 10,000         | 10,000         | 2,130                            | 10,000                      | 10,000                        | 10,000                    |
| 4752                                   | CONTINGENT FUND                     |                | 100,000        |                                  | 100,000                     | 100,000                       | 100,000                   |
| 4753                                   | JUDGEMENTS AND CLAIMS               |                | 10,000         |                                  | 2,000                       | 2,000                         | 2,000                     |
| 4757                                   | TAX ADVERTISING AND EXPENSE         | 12,322         |                |                                  |                             |                               |                           |
| 4758                                   | MUNICIPAL ASSN DUES                 | 25,978         | 27,000         | 27,000                           | 27,000                      | 27,000                        | 27,000                    |
|  |                                     | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 40 SUBTOTAL                  |                                     | 7,231,120      | 7,561,210      | 6,963,625                        | 1,513,453                   | 1,513,453                     | 1,513,452                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE             | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|---------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :41 | CHARGEBACK EXPENSES       |                |                |                                  |                             |                               |                           |
| 4614          | OTHER CHARGEBACK EXPENSES | 18,912         |                |                                  |                             |                               |                           |
| 4615          | GASOLINE CHARGEBACK       |                |                |                                  | -134,000                    | -134,000                      | -134,000                  |
| 4616          | FLEET SERVICE CHARGEBACK  |                |                |                                  | -134,721                    | -134,721                      | -134,721                  |
|               |                           | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 41  | SUBTOTAL                  | 18,912         |                |                                  | -268,721                    | -268,721                      | -268,721                  |
| CHARACTER :80 | EMPLOYEE BENEFITS         |                |                |                                  |                             |                               |                           |
| 8010          | STATE RETIREMENT          |                |                |                                  | -91,648                     | -91,648                       | -91,648                   |
| 8030          | SOCIAL SECURITY           |                |                |                                  | -63,164                     | -63,164                       | -63,164                   |
| 8060          | HEALTH INSURANCE          | 140,729        | -1,118,558     |                                  | -724,260                    | -724,260                      | -724,260                  |
| 8062          | RETIREE HEALTH INSURANCE  |                |                | 95,541                           |                             |                               |                           |
| 8070          | UNEMPLOYMENT INSURANCE    |                | 30,000         |                                  |                             |                               |                           |
|               |                           | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| CHARACTER 80  | SUBTOTAL                  | 140,729        | -1,088,558     | 95,541                           | -879,072                    | -879,072                      | -879,072                  |
|               |                           | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| TYPE X        | SUBTOTAL                  | 7,390,761      | 4,383,659      | 7,059,166                        | -2,733,564                  | -2,733,564                    | -3,233,565                |
|               |                           | -----          | -----          | -----                            | -----                       | -----                         | -----                     |
| DEPARTMENT 90 | SUBTOTAL                  | -7,377,027     | -3,791,666     | -7,058,270                       | 2,750,564                   | 2,750,564                     | 3,250,565                 |

## **Other Contract Agencies**

### **Introduction**

Section 224 of County Law permits counties to support the services of specified types of non-profit organizations; corporations, associations, and agencies provided the services are rendered within the supporting county.

### **Economic Assistance & Opportunity**

The **Convention Bureau** (5060) is a unit of the Broome County Chamber of Commerce. It is responsible for attracting meetings, conferences, trade shows and visitors to our community. The staff attends selected trade shows, participates in information centers, conducts sales blitzes, and produces a variety of promotional material on Broome County. The County's support for this bureau is offset by the collection of a hotel/motel tax.

### **Culture & Recreation**

The **Aid to Local Libraries** (5063) compensates municipally funded libraries in Broome County for the added expense of non-resident use. This expense funds non-resident taxpayer supported expense of operating local libraries.

The **Four County Library System (FCLS)** (5062) utilizes Broome County funds to defray half the cost of bookmobile service to thirteen communities, nursing homes and correctional facilities, most of which do not have ready access to public library service. FCLS pays the other half of the costs of this program from its own funds. The funds also provide delivery service to each of the public libraries in Broome, enabling them to share their resources more efficiently, thereby providing better service.

The **Broome County Arts Council** (5008) is a private non-profit service organization, which raises money from local contributors and awards 90% of those funds as grants to local non-profit arts and cultural institutions, organizations and individual artists in Broome County. Other service include public advocacy for the arts, grants seminars, board trainings, arts promotion for economic development, educations and community building; public clearinghouse for events, grant and artist opportunities and referrals.

The **Southern Tier Zoological Society, Inc. (Ross Park Zoo)** (5064) Provides a wide variety of animals, horticulture exhibits, an outreach program via a Zoo-mobile, guided and non-guided tours, picnic facilities, a free carousel and leases space to the Discovery Center. Annually, it reaches school children via on-site programs, participates in endangered species programs, and a variety of special events. Opened in 1875, it is the only facility of it's kind within seventy miles and the nation's fifth oldest.

### **Home & Community**

The **Broome County Soil and Water Conservation District** (5054) provides two services. The District's main goal is to provide technical information relative to the land occupiers of the County, including farmers, residents, public landholder, etc. Technical information is available on a one-on-one basis, including information on soils, drainage, water storage, critical area seeding, tree planting for forestry purposes, fish stocking and land management techniques to reduce erosion. Special efforts encourage the use of no-till and minimum tillage techniques. The District specializes in application of critical and recreational area hydro seeding, especially on public properties. Other ongoing programs include a yearly tree seedling sale, reforestation tree planting, and fish stocking (both for private and public waters). When stream protection is completed for County or Towns, all costs are charged to the municipality involved.



The **Broome County Historical Society** (5051) provides research of local history and genealogy center at the Broome County Public Library and the Roberson Museum. Using publications, exhibition and educational programs to collect, preserve and interpret the history of Broome County.

The **Roberson Museum and Science Center** (5095) provides exhibitions and education to the community regarding our cultural heritage and various other programs.

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE                       | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|-------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :01 | TAX ITEMS                           |                |                |                                  |                             |                               |                           |
| 0006          | HOTEL/MOTEL OCCUPANCY TAX           | 1,590,865      | 1,500,000      | 610,158                          | 1,500,000                   | 1,500,000                     | 1,500,000                 |
| CHARACTER 01  | SUBTOTAL                            | 1,590,865      | 1,500,000      | 610,158                          | 1,500,000                   | 1,500,000                     | 1,500,000                 |
| CHARACTER :02 | DEPARTMENTAL INCOME                 |                |                |                                  |                             |                               |                           |
| 0159          | RENTALS & FEES                      |                |                | 1,950                            |                             |                               |                           |
| CHARACTER 02  | SUBTOTAL                            |                |                | 1,950                            |                             |                               |                           |
| TYPE R        | SUBTOTAL                            | 1,590,865      | 1,500,000      | 612,108                          | 1,500,000                   | 1,500,000                     | 1,500,000                 |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES            |                |                |                                  |                             |                               |                           |
| 4318          | DUPLICATING AND PRINTING RM SUPPLIE | 300            |                |                                  |                             |                               |                           |
| 4331          | FOOD AND BEVERAGES                  | 598            |                |                                  |                             |                               |                           |
| 5008          | BROOME COUNTY ARTS COUNCIL          | 180,351        | 180,351        | 90,176                           | 180,351                     | 157,807                       | 157,807                   |
| 5051          | BROOME COUNTY HISTORICAL SOCIETY    | 32,550         | 45,000         | 45,000                           | 45,000                      | 39,375                        | 39,375                    |
| 5054          | SOIL CONSERVATION SERVICE           | 78,120         | 78,200         | 58,650                           | 78,200                      | 68,425                        | 75,000                    |
| 5056          | REGIONAL PLANNING BOARD             | 15,000         |                |                                  |                             |                               |                           |
| 5060          | CONVENTION BUREAU                   | 400,000        | 425,000        | 318,750                          | 425,000                     | 371,875                       | 371,875                   |
| 5062          | FOUR COUNTY LIBRARY SYSTEM          | 37,000         | 50,000         | 50,000                           | 50,000                      | 43,750                        | 43,750                    |
| 5063          | AID TO LOCAL LIBRARIES              | 559,859        | 559,860        | 290,547                          | 559,860                     | 489,877                       | 489,877                   |
| 5064          | SO TIER ZOOLOGICAL SOC              | 375,000        | 375,000        | 281,250                          | 375,000                     | 328,125                       | 328,125                   |
| 5068          | MARKETING/ECONOMIC DEVELOPMENT      | 158,138        | 225,000        | 215,722                          | 225,000                     | 225,000                       | 225,000                   |
| 5084          | BROWNFIELD REMEDIATION MUNICIPALITI | 58,939         | 275,000        | 33,804                           | 250,000                     | 250,000                       | 250,000                   |
| 5095          | ROBERSON MUSEUM & SCIENCE CENTER    |                |                |                                  | 30,000                      | 26,250                        | 26,250                    |
| CHARACTER 40  | SUBTOTAL                            | 1,895,855      | 2,213,411      | 1,383,899                        | 2,218,411                   | 2,000,484                     | 2,007,059                 |

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

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

| SUBJECT       | SUBJECT TITLE          | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :90 | TRANSFERS              |                |                |                                  |                             |                               |                           |
| 9005          | TRANSFER TO GRANT FUND | 130,000        |                |                                  |                             |                               |                           |
| CHARACTER 90  | SUBTOTAL               | 130,000        |                |                                  |                             |                               |                           |
| TYPE X        | SUBTOTAL               | 2,025,855      | 2,213,411      | 1,383,899                        | 2,218,411                   | 2,000,484                     | 2,007,059                 |
| DEPARTMENT 91 | SUBTOTAL               | -434,990       | -713,411       | -771,791                         | -718,411                    | -500,484                      | -507,059                  |

## **Debt Service** **(General Fund only)**

### **Introduction**

This unit presents the repayment of principal and interest costs incurred by the General Fund. It also includes debt service for the Community College. Debt service related to projects undertaken for the New York State Courts System is a County responsibility and included here.

**Bond and Note Issue Expenses** for issuing debt for the entire County are presented here. These costs are for legal advice (commonly referred to as bond counsel), financial advice and the advertising and printing costs of the debt instruments.

A detailed description of **Principal and Interest** as well as the various debt instruments (**Serial Bond, Bond Anticipation Note**, etc.) is supplied in the **Supplementary** section of the budget. It should be noted that these costs are backed by the full faith and credit of the County.

Additionally, transactions involving the financing of the Public Safety Facility Project through **Certificates of Participation** (COP's) is provided for in this budget.

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:92 DEBT SERVICE

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES            |                |                |                                  |                             |                               |                           |
| 0233          | EARNINGS ON TEMPORARY INVESTMENTS  | 189,456        |                |                                  |                             |                               |                           |
| 0613          | TRANSFER OF COPS RESERVE           | 208,923        | 207,005        |                                  | 207,005                     | 207,005                       | 207,005                   |
| CHARACTER 07  | SUBTOTAL                           | 398,379        | 207,005        |                                  | 207,005                     | 207,005                       | 207,005                   |
| TYPE R        | SUBTOTAL                           | 398,379        | 207,005        |                                  | 207,005                     | 207,005                       | 207,005                   |
| CHARACTER :40 | CONTRACTUAL EXPENDITURES           |                |                |                                  |                             |                               |                           |
| 4721          | ACCTG AND COST ALLOCATION SERVICES | 6,000          |                |                                  |                             |                               |                           |
| 4723          | BOND AND NOTE ISSUE EXPENSE        | 39,092         | 140,000        | 42,899                           | 140,000                     | 140,000                       | 140,000                   |
| CHARACTER 40  | SUBTOTAL                           | 45,092         | 140,000        | 42,899                           | 140,000                     | 140,000                       | 140,000                   |
| CHARACTER :60 | PRINCIPAL ON INDEBTEDNESS          |                |                |                                  |                             |                               |                           |
| 6000          | PRINCIPAL ON SERIAL BONDS          | 870,239        | 1,167,072      | 1,167,072                        | 1,213,439                   | 1,213,439                     | 1,213,439                 |
| 6001          | PRINCIPAL ON BANS                  | 532,019        | 1,625,235      | 1,625,235                        | 2,093,467                   | 2,093,467                     | 2,093,467                 |
| CHARACTER 60  | SUBTOTAL                           | 1,402,258      | 2,792,307      | 2,792,307                        | 3,306,906                   | 3,306,906                     | 3,306,906                 |
| CHARACTER :70 | INTEREST ON INDEBTEDNESS           |                |                |                                  |                             |                               |                           |
| 7000          | INTEREST ON SERIAL BONDS           | 487,690        | 593,430        | 307,959                          | 547,268                     | 547,268                       | 547,268                   |
| 7001          | INTEREST ON BANS                   | 168,421        | 244,748        | 244,748                          | 235,885                     | 235,885                       | 235,885                   |
| 7006          | INTEREST ON COPS                   | 847,613        | 847,613        |                                  | 847,613                     | 847,613                       | 847,613                   |
| 7008          | INTEREST ON TANS                   |                |                |                                  | 100,000                     | 100,000                       | 100,000                   |
| CHARACTER 70  | SUBTOTAL                           | 1,503,724      | 1,685,791      | 552,707                          | 1,730,766                   | 1,730,766                     | 1,730,766                 |
| TYPE X        | SUBTOTAL                           | 2,951,074      | 4,618,098      | 3,387,913                        | 5,177,672                   | 5,177,672                     | 5,177,672                 |
| DEPARTMENT 92 | SUBTOTAL                           | -2,552,695     | -4,411,093     | -3,387,913                       | -4,970,667                  | -4,970,667                    | -4,970,667                |

## **Interfund Transfers (General Fund only)**

### **Introduction**

This unit presents the resources to be moved from the General Fund to support operations in other funds or to fund the General Fund's capital projects. The interfund transfer is the mechanism that allocates general revenues to the various capital, special and proprietary subfunds. Certain end of the accounting period adjustments may also occur in these accounts.

All government operating funds must balance – revenues must equal expenditures. If a transfer or contribution from the General Fund is required to balance an operating subfund, it is listed as required tax support in **Schedules 1 and 2 – the Summary by Funds**.

The reader should note that these transfers are not used when calculating the total size of the County's operating budget. The transfer is both an appropriation to the General Fund and a revenue required by another subfund needed to support its total spending needs. Because it has a “doubling” effect on both appropriations and revenue, common practice removes such internal transfers.

Unlike the operating subfunds, the transfer required by the Community College is presented as a contractual appropriation (an obligation incurred when the Community College's budget is adopted during the previous summer). It is presented under **Special Objects of Expense** as a contractual expense item. This “transfer” is counted as part of the County's operating budget because the College's total operating costs are not included in the operating budget due to the different fiscal periods.

Presented in this section of the budget, are Transfers to Capital for projects sponsored by the General Fund departments and by Broome Community College. These amounts will appear under subobject 9004 **Transfer to Capital**. The details of the transfers required for the Capital fund are listed by department in the **Capital Budget** and in the **Capital Program**. The required amounts are appropriated in the proper fund. (No down payment is required on Capital Projects per State Law.)

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:93 INTERFUND TRANSFERS

| SUBJECT       | SUBJECT TITLE                      | 2008<br>ACTUAL | 2009<br>BUDGET | 2009<br>YTD ACTUAL<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|---------------|------------------------------------|----------------|----------------|----------------------------------|-----------------------------|-------------------------------|---------------------------|
| CHARACTER :07 | MISC/INTERFUND REVENUES            |                |                |                                  |                             |                               |                           |
| 0232          | UNUSED CAPITAL FUND                | 17,514         |                |                                  |                             |                               |                           |
| CHARACTER 07  | SUBTOTAL                           | 17,514         |                |                                  |                             |                               |                           |
| TYPE R        | SUBTOTAL                           | 17,514         |                |                                  |                             |                               |                           |
| CHARACTER :90 | TRANSFERS                          |                |                |                                  |                             |                               |                           |
| 9006          | TRANSFER TO ENTERPRISE FUND        | 1,485,844      | 4,557,342      | 4,557,342                        | 1,260,956                   | 1,260,956                     | 1,260,956                 |
| 9007          | CONTR TO COMM COLLEGE              | 532,706        |                |                                  |                             |                               |                           |
| 9008          | TRANSFER TO TAX STABILIZATION FUND |                | 1,250,000      |                                  |                             |                               |                           |
| 9009          | TRANSFERS TO SPECIAL REVENUE FUND  | 11,483,845     | 11,738,189     | 11,738,189                       | 11,749,232                  | 11,749,232                    | 11,743,232                |
| 9013          | TRANSFER TO INTERNAL SERVICES      | 9,002          |                |                                  |                             |                               |                           |
| CHARACTER 90  | SUBTOTAL                           | 13,511,397     | 17,545,531     | 16,295,531                       | 13,010,188                  | 13,010,188                    | 13,004,188                |
| TYPE X        | SUBTOTAL                           | 13,511,397     | 17,545,531     | 16,295,531                       | 13,010,188                  | 13,010,188                    | 13,004,188                |
| DEPARTMENT 93 | SUBTOTAL                           | -13,493,883    | -17,545,531    | -16,295,531                      | -13,010,188                 | -13,010,188                   | -13,004,188               |
| SUBFUND 101   | SUBTOTAL                           | 49,831,934     | 54,065,278     | 29,809,639                       | 60,284,396                  | 63,546,725                    | 63,580,188                |

## **CAPITAL BUDGET**

| <b><u>DEPARTMENT/DIVISION</u></b>                     | <b><u>PAGE</u></b> |
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| Debt Statement Summary                                | 500                |
| Community College Debt Liability<br>& Payment History | 501                |



## **CAPITAL BUDGET**

## 2010 Adopted Capital Program

| Project Title and Description  | Estimated Project Cost | Funding Sources |           |        |            | Bond Authority | Annual Added To Taxes | YPU | LFL Sect 11 | Percent Increase Taxes |
|--|------------------------|-----------------|-----------|--------|------------|----------------|-----------------------|-----|-------------|------------------------|
|  |                        | Fed             | State     | County | Fees/Other |                |                       |     |             |                        |
| AVIATION   |                        |                 |           |        |            |                |                       |     |             |                        |
| HANGAR IMPROVEMENTS<br>Improvements to two (2) corporate aircraft hangars will address roof repairs, ADA compliance, security upgrades, energy savings improvements and environmental improvements. Repairs to the roof will eliminate yearly patching, energy efficiency will make the building cost effective.   | \$375,000              | \$0             | \$300,000 | \$0    | \$75,000   | \$375,000      | \$0                   | 15  | 17          | 0.0000 %               |
| MAIN APRON REHABILITATION - CONSTRUCTION<br>This project will involve all of the construction activities associated with rehabilitating the airport's main apron surface as was designed during 2009. Additional concrete surface and preparatory infrastructure installation is included. This apron is used by the air carriers serving BGM. Professional construction inspection services will also be included in the project. This project will reduce the need for pavement crack sealing and patching of the asphalt. | \$5,000,000            | \$4,750,000     | \$125,000 | \$0    | \$125,000  | \$5,000,000    | \$0                   | 20  | 15          | 0.0000 %               |
| REPLACE AIRFIELD SAFETY VEHICLE<br>This project will replace the vehicle used for inspections of the airfield surfaces. This vehicle is used to measure the braking coefficient of the airfield surfaces during wintertime snow removal operations. The existing vehicle has exceeded 100,000 miles and repairs have become frequent and expensive   | \$52,630               | \$50,000        | \$1,315   | \$0    | \$1,315    | \$52,630       | \$0                   | 5   | 77          | 0.0000 %               |
| SNOW REMOVAL EQUIPMENT<br>This project will entail the purchase of a runway safety anti ice / de ice control equipment along with an FAA approved decelerometer to measure braking effectiveness on runway surfaces. The use of this equipment is expected to reduce the quantity of sand used on the field for friction improvement.  | \$150,000              | \$142,500       | \$3,750   | \$0    | \$3,750    | \$150,000      | \$0                   | 10  | 28          | 0.0000 %               |
| AVIATION 2010 Total  | \$5,577,630            | \$4,942,500     | \$430,065 | \$0    | \$205,065  | \$5,577,630    | \$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.*

## 2010 Adopted Capital Program

| Project Title and Description   | Estimated<br>Project Cost | Funding Sources |           |           |            | Bond<br>Authority | Annual<br>Added To<br>Taxes | YPU | LFL<br>Sect 11 | Percent<br>Increase<br>Taxes |  |
|---|---------------------------|-----------------|-----------|-----------|------------|-------------------|-----------------------------|-----|----------------|------------------------------|--|
|   |                           | Fed             | State     | County    | Fees/Other |                   |                             |     |                |                              |  |
| BCC   |                           |                 |           |           |            |                   |                             |     |                |                              |  |
| DIRECT DIGITAL CONTROL<br>Campus Energy Management has been limited by building systems, network limitations and the several generations and types of energy management systems in place. This project will provide the energy management system and components. One exciting aspect of this system will be the Internet Accessibility for remote access and viewing. | \$465,000                 | \$0             | \$232,500 | \$232,500 | \$0        | \$465,000         | \$52,226                    | 5   | 62             | 0.0866 %                     |  |
| NATURAL GAS PIPING REPLACE<br>The natural gas loop and branches are aging, failing and limit growth by size. The system is without corrosion protection and failures have occurred but to date without incident. This project will upgrade the site natural gas piping improving materials, sizes and routing.  | \$500,000                 | \$0             | \$250,000 | \$250,000 | \$0        | \$500,000         | \$22,485                    | 15  | 35             | 0.0373 %                     |  |
| BCC 2010 Total  | \$965,000                 | \$0             | \$482,500 | \$482,500 | \$0        | \$965,000         | \$74,711                    |     |                | 0.1238 %                     |  |
| DPW - ENGINEERING   |                           |                 |           |           |            |                   |                             |     |                |                              |  |
| WATERSHED REGULATORY COMPLIANCE<br>Prepare remaining 18 of 23 watershed dams O&M Plans, certification/dam safety inspections, Engineer's Assessments and Emergency Action Plans for the County's 23 flood protection dams (watersheds). These reports will be required by 2008 revisions to New York's Dam Safety Rules (NYCRR Part 673).                             | \$225,000                 | \$0             | \$0       | \$225,000 | \$0        | \$225,000         | \$27,740                    | 10  | 3              | 0.0460 %                     |  |
| DPW - ENGINEERING 2010 Total  | \$225,000                 | \$0             | \$0       | \$225,000 | \$0        | \$225,000         | \$27,740                    |     |                | 0.0460 %                     |  |

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

## 2010 Adopted Capital Program

| Project Title and Description  | Estimated Project Cost | Funding Sources |       |             |            | Bond Authority | Annual Added To Taxes | YPU | LFL Sect 11 | Percent Increase Taxes |
|--|------------------------|-----------------|-------|-------------|------------|----------------|-----------------------|-----|-------------|------------------------|
|  |                        | Fed             | State | County      | Fees/Other |                |                       |     |             |                        |
| DPW - ENGINEERING B&G  |                        |                 |       |             |            |                |                       |     |             |                        |
| COURTHOUSE AIR HANDLER REPLACEMENT<br>Replace the air handler at the Courthouse. Planned repair/replacement instead of waiting for equipment failure.  | \$300,000              | \$0             | \$0   | \$300,000   | \$0        | \$300,000      | \$36,987              | 10  | 13          | 0.0613 %               |
| SYSTEMATIC ROOF REPLACEMENT AT COUNTY<br>A large majority of roofs at County facilities are reaching the end of their useful life. This project addresses the need to systematically replace the roofs to reduce damage caused by leaks. | \$100,000              | \$0             | \$0   | \$100,000   | \$0        | \$100,000      | \$8,994               | 15  | 12 (2)      | 0.0149 %               |
| UPGRADE ACCESS CONTROL SYSTEM AT COURT<br>Upgrade software and hardware to reflect current operating version of the access Security Control System at Court Annex.   | \$200,000              | \$0             | \$0   | \$200,000   | \$0        | \$200,000      | \$44,925              | 5   | 32          | 0.0745 %               |
| DPW - ENGINEERING B&G 2010 Total   | \$600,000              | \$0             | \$0   | \$600,000   | \$0        | \$600,000      | \$90,907              |     |             | 0.1507 %               |
| DPW - FLEET MANAGEMENT   |                        |                 |       |             |            |                |                       |     |             |                        |
| DPW FLEET REPLACEMENT<br>Replace vehicles including but not limited to cars, light trucks and vans.  | \$200,000              | \$0             | \$0   | \$100,000   | \$100,000  | \$200,000      | \$22,463              | 5   | 29          | 0.0372 %               |
| DPW - FLEET MANAGEMENT 2010 Total  | \$200,000              | \$0             | \$0   | \$100,000   | \$100,000  | \$200,000      | \$22,463              |     |             | 0.0372 %               |
| DPW - HIGHWAYS   |                        |                 |       |             |            |                |                       |     |             |                        |
| HIGHWAY RECONSTRUCTION/REHABILITATION<br>Reconstruct County highways as needed based on pavement condition, sufficiency and priority.  | \$2,225,000            | \$0             | \$0   | \$2,225,000 | \$0        | \$2,225,000    | \$200,119             | 15  | 20c         | 0.3317 %               |
| DPW - HIGHWAYS 2010 Total  | \$2,225,000            | \$0             | \$0   | \$2,225,000 | \$0        | \$2,225,000    | \$200,119             |     |             | 0.3317 %               |

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

## 2010 Adopted Capital Program

| Project Title and Description   | Estimated Project Cost | Funding Sources |       |             |            | Bond Authority | Annual Added To Taxes | YPU | LFL Sect 11 | Percent Increase Taxes |
|---|------------------------|-----------------|-------|-------------|------------|----------------|-----------------------|-----|-------------|------------------------|
|   |                        | Fed             | State | County      | Fees/Other |                |                       |     |             |                        |
| DPW - HIGHWAYS/ENGINEERING/BRIDGES  |                        |                 |       |             |            |                |                       |     |             |                        |
| UNANTICIPATED BRIDGE/CULVERT REPAIRS<br>Replace/rehabilitate unanticipated (including structural safety flags) County owned bridges based on bi-annual inspections and deficient culverts greater than 5 feet diameter. This is a safety issue.   | \$300,000              | \$0             | \$0   | \$300,000   | \$0        | \$300,000      | \$22,075              | 20  | 10          | 0.0366 %               |
| DPW - HIGHWAYS/ENGINEERING/BRIDGES 2010 Total   | \$300,000              | \$0             | \$0   | \$300,000   | \$0        | \$300,000      | \$22,075              |     |             | 0.0366 %               |
| DPW - HIGHWAYS/ROAD MACHINERY   |                        |                 |       |             |            |                |                       |     |             |                        |
| HIGHWAY EQUIPMENT REPLACEMENT<br>Replace road maintenance and snow removal equipment as necessary.  | \$1,005,000            | \$0             | \$0   | \$1,005,000 | \$0        | \$1,005,000    | \$90,391              | 15  | 28          | 0.1498 %               |
| DPW - HIGHWAYS/ROAD MACHINERY 2010 Total  | \$1,005,000            | \$0             | \$0   | \$1,005,000 | \$0        | \$1,005,000    | \$90,391              |     |             | 0.1498 %               |
| DPW - SECURITY  |                        |                 |       |             |            |                |                       |     |             |                        |
| PURCHASE OF PORTABLE COMMAND CENTER<br>Purchase 10'x36' box size trailer model 1040 mobile office (Satellite Shelters, Inc) for use as security operation command center during major County planned and emergency events.  | \$25,000               | \$0             | \$0   | \$25,000    | \$0        | \$25,000       | \$3,082               | 10  | 32          | 0.0051 %               |
| DPW - SECURITY 2010 Total   | \$25,000               | \$0             | \$0   | \$25,000    | \$0        | \$25,000       | \$3,082               |     |             | 0.0051 %               |
| EMERGENCY SERVICES  |                        |                 |       |             |            |                |                       |     |             |                        |
| REPLACE HAZARDOUS MATERIAL RESPONSE<br>To replace existing hazardous materials response vehicle, present vehicle is too small to accommodate continuing equipment provided by NYS for the response to weapons of mass destruction and hazardous materials incidents. Present vehicle is now overweight. | \$150,000              | \$0             | \$0   | \$150,000   | \$0        | \$150,000      | \$33,694              | 5   | 29          | 0.0558 %               |
| EMERGENCY SERVICES 2010 Total   | \$150,000              | \$0             | \$0   | \$150,000   | \$0        | \$150,000      | \$33,694              |     |             | 0.0558 %               |

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

## 2010 Adopted Capital Program

| Project Title and Description   | Estimated Project Cost | Funding Sources |       |           |            | Bond Authority | Annual Added To Taxes | YPU | LFL Sect 11 | Percent Increase Taxes |
|---|------------------------|-----------------|-------|-----------|------------|----------------|-----------------------|-----|-------------|------------------------|
|   |                        | Fed             | State | County    | Fees/Other |                |                       |     |             |                        |
| INFORMATION TECHNOLOGY  |                        |                 |       |           |            |                |                       |     |             |                        |
| EMPLOYEE TIMEKEEPER SYSTEM/SCHEDULER<br>Automated Timekeeper system coupled with a scheduling module compatible with the new PeopleSoft productivity suite.   | \$165,000              | \$0             | \$0   | \$165,000 | \$0        | \$165,000      | \$37,063              | 5   | 32          | 0.0614 %               |
| SYSTEM UPGRADES & NETWORK MANAGEMENT<br>Replacement of outdated equipment including i-Series, PC's, servers and communications equipment. Provide tools to better manage our network. Update the Microsoft Enterprise Agreement. Implement better end user tools for self service like password resets. Upgrade the County's wireless network for faster throughput to meet growing bandwidth demands. Begin roll out of virtual desktops to reduce cost of end user computing looking towards standards for shared services. | \$360,000              | \$0             | \$0   | \$360,000 | \$0        | \$360,000      | \$80,866              | 5   | 32          | 0.1340 %               |
| TAPE LIBRARY & COMPUTER EQUIPMENT<br>Replacement of old Tape Library system that is used to run production jobs and the backups across all platforms. Replace outdated equipment including PCs, and servers. Implement a system and network monitoring system to monitor and protect our network. Replace batteries in the main UPS system in the computer center. Continue with purchase of Microsoft Licensing.   | \$76,000               | \$0             | \$0   | \$76,000  | \$0        | \$76,000       | \$17,072              | 5   | 32          | 0.0283 %               |
| INFORMATION TECHNOLOGY 2010 Total   | \$601,000              | \$0             | \$0   | \$601,000 | \$0        | \$601,000      | \$135,001             |     |             | 0.2237 %               |

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

## 2010 Adopted Capital Program

| Project Title and Description  | Estimated Project Cost | Funding Sources |       |           |            | Bond Authority | Annual Added To Taxes | YPU | LFL Sect 11 | Percent Increase Taxes |  |
|--|------------------------|-----------------|-------|-----------|------------|----------------|-----------------------|-----|-------------|------------------------|--|
|  |                        | Fed             | State | County    | Fees/Other |                |                       |     |             |                        |  |
| PARKS & RECREATION   |                        |                 |       |           |            |                |                       |     |             |                        |  |
| PARK SURFACE REHABILITATION<br>Replace systematically asphalt or stone and oil overlays for roads, parking lots and walkways at the County Parks. Completed within the fiscal year with no stated impact upon the operating budget.              | \$75,000               | \$0             | \$0   | \$75,000  | \$0        | \$75,000       | \$6,746               | 15  | 20          | 0.0112 %               |  |
| PARKS FACILITIES REPAIRS AND RENOVATIONS<br>Systematically upgrade, repair and renovate current park facilities and purchase portable storage facility at Otsiningo Park.  | \$50,000               | \$0             | \$0   | \$50,000  | \$0        | \$50,000       | \$4,497               | 15  | 35          | 0.0075 %               |  |
| PARKS VEHICLE REPLACEMENT<br>Systematically replace based on use and age of Parks vehicles (Pick Up Trucks) that the department maintain outside the parameters of Central Fleet.  | \$50,000               | \$0             | \$0   | \$50,000  | \$0        | \$50,000       | \$11,231              | 5   | 29          | 0.0186 %               |  |
| PARKS & RECREATION 2010 Total  | \$175,000              | \$0             | \$0   | \$175,000 | \$0        | \$175,000      | \$22,474              |     |             | 0.0372 %               |  |
| PARKS & RECREATION/ARENA   |                        |                 |       |           |            |                |                       |     |             |                        |  |
| ARENA (SAFETY) IMPROVEMENTS<br>Replace original fire alarm system which has many operational problems and is not code compatible. Also upgrade/make improvements to such items, steps, flooring, handrails, etc. to meet today's code standards. | \$400,000              | \$0             | \$0   | \$400,000 | \$0        | \$400,000      | \$35,976              | 15  | 12(a)(2)    | 0.0596 %               |  |
| ARENA BATHROOM RENOVATIONS FOR ADA<br>To replace fixtures to comply with the American Disability Act.  | \$75,000               | \$0             | \$0   | \$75,000  | \$0        | \$75,000       | \$9,247               | 10  | 13          | 0.0153 %               |  |
| ARENA REPAIRS/RENOVATIONS<br>Repairs, renovations and systematic maintenance at the Arena to better maintain operations and the facility. The facility has not been maintained adequately.   | \$150,000              | \$0             | \$0   | \$150,000 | \$0        | \$150,000      | \$33,694              | 5   | 35          | 0.0558 %               |  |
| PARKS & RECREATION/ARENA 2010 Total  | \$625,000              | \$0             | \$0   | \$625,000 | \$0        | \$625,000      | \$78,917              |     |             | 0.1308 %               |  |

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

## 2010 Adopted Capital Program

| Project Title and Description   | Estimated Project Cost | Funding Sources |       |           |            | Bond Authority | Annual Added To Taxes | YPU | LFL Sect 11 | Percent Increase Taxes |  |
|---|------------------------|-----------------|-------|-----------|------------|----------------|-----------------------|-----|-------------|------------------------|--|
|   |                        | Fed             | State | County    | Fees/Other |                |                       |     |             |                        |  |
| PARKS & RECREATION/FORUM  |                        |                 |       |           |            |                |                       |     |             |                        |  |
| FORUM REPAIRS/RENOVATIONS<br>Repairs, renovations and systematic maintenance at the Forum to better maintain operations and the facility. The facility has not been maintained adequately.  | \$90,000               | \$0             | \$0   | \$90,000  | \$0        | \$90,000       | \$20,216              | 5   | 35          | 0.0335 %               |  |
| FORUM SEATING<br>Replace all seating for theatre, it is worn and past useful life.  | \$250,000              | \$0             | \$0   | \$250,000 | \$0        | \$250,000      | \$56,157              | 5   | 32          | 0.0931 %               |  |
| PARKS & RECREATION/FORUM 2010 Total   | \$340,000              | \$0             | \$0   | \$340,000 | \$0        | \$340,000      | \$76,373              |     |             | 0.1266 %               |  |
| SHERIFF-ROAD PATROL   |                        |                 |       |           |            |                |                       |     |             |                        |  |
| VEHICLE REPLACEMENT<br>Replacement of Sheriff's road patrol and other police vehicles.  | \$200,000              | \$0             | \$0   | \$200,000 | \$0        | \$200,000      | \$72,070              | 3   | 77          | 0.1194 %               |  |
| SHERIFF-ROAD PATROL 2010 Total  | \$200,000              | \$0             | \$0   | \$200,000 | \$0        | \$200,000      | \$72,070              |     |             | 0.1194 %               |  |
| SOLID WASTE MANAGEMENT  |                        |                 |       |           |            |                |                       |     |             |                        |  |
| COLESVILLE LANDFILL REMEDIATION<br>Continue operational and maintenance of the groundwater treatment system, monitoring and testing of groundwater contaminant levels at the hazardous water landfill, in accordance with the 1991 US Environmental Protection Agency's Record of Decision and the NYSDEC Consent Agreement as amended. | \$250,000              | \$0             | \$0   | \$0       | \$250,000  | \$250,000      | \$0                   | 30  | 6c          | 0.0000 %               |  |
| LANDFILL EQUIPMENT<br>Includes but is not limited to (1) tractor, (1) loader, (1) tanker trailer and (1) pick up.   | \$350,000              | \$0             | \$0   | \$0       | \$350,000  | \$350,000      | \$0                   | 10  | 6           | 0.0000 %               |  |
| SOLID WASTE MANAGEMENT 2010 Total   | \$600,000              | \$0             | \$0   | \$0       | \$600,000  | \$600,000      | \$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.*



## 2010 Adopted Capital Program

| Project Title and Description   | Estimated Project Cost | Funding Sources |             |           |             | Bond Authority | Annual Added To Taxes | YPU       | LFL Sect 11 | Percent Increase Taxes |          |
|---|------------------------|-----------------|-------------|-----------|-------------|----------------|-----------------------|-----------|-------------|------------------------|----------|
|   |                        | Fed             | State       | County    | Fees/Other  |                |                       |           |             |                        |          |
| WPNH  |                        |                 |             |           |             |                |                       |           |             |                        |          |
| REPLACEMENT EQUIPMENT/FURNISHINGS<br>To upgrade the facility to facilitate the eventual move to a new nursing home. Items may include a new food delivery system and patient room enhancements to better market the nursing home. | \$124,900              | \$0             | \$0         | \$124,900 | \$0         | \$124,900      | \$28,056              | 5         | 32          | 0.0465 %               |          |
|   |                        |                 |             |           |             |                |                       |           |             |                        |          |
| WPNH 2010 Total   |                        | \$124,900       | \$0         | \$0       | \$124,900   | \$0            | \$124,900             | \$28,056  |             |                        | 0.0465 % |
| 2010 CAPITAL PROGRAM GRAND TOTAL  |                        | \$13,938,530    | \$4,942,500 | \$912,565 | \$7,178,400 | \$905,065      | \$13,938,530          | \$978,073 |             |                        | 1.6210 % |

*"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**

## Schedule A

**SUMMARY OF DEBT**  
as of December 31, 2009

|                               | <b>Bond<br/>Anticipation<br/>Notes</b> | <b>Serial<br/>Bonds</b>     | <b>Certificates<br/>of Participation</b> | <b>Total<br/>Debt</b>        | <b>Percent<br/>of Total</b> |
|-------------------------------|--|-----------------------------|--|------------------------------|-----------------------------|
| General Fund                  |  |                             |  |                              |                             |
| Community College             | \$ 1,196,555                           | \$ 3,091,128                | \$ -                                     | \$ 4,287,683                 | 4.06%                       |
| All Other General Fund        | 9,287,163                              | 10,294,364                  | 16,145,000                               | 35,726,527                   | 33.82%                      |
| Total General Fund            | <u>10,483,718</u>                      | <u>13,385,492</u>           | <u>16,145,000</u>                        | <u>40,014,210</u>            | <u>37.88%</u>               |
| Aviation                      | 1,824,154                              | 673,913                     |  | 2,498,067                    | 2.36%                       |
| Central Foods                 | 572,601                                | 115,394                     |  | 687,995                      | 0.65%                       |
| County Road                   | 15,840,173                             | 9,894,036                   |  | 25,734,209                   | 24.36%                      |
| En-Joie Golf Course           | 131,518                                | -                           |  | 131,518                      | 0.12%                       |
| Fleet Management              | 124,576                                | 646,062                     |  | 770,638                      | 0.73%                       |
| Library                       | 99,112                                 | 27,539                      |  | 126,651                      | 0.12%                       |
| Road Machinery                | 1,380,472                              | 1,824,992                   |  | 3,205,464                    | 3.03%                       |
| Solid Waste                   | 7,498,062                              | 16,651,905                  |  | 24,149,967                   | 22.86%                      |
| Transit                       | 3,914,484                              | 108,123                     |  | 4,022,607                    | 3.81%                       |
| Veterans' Arena               | 1,212,700                              | 122,797                     |  | 1,335,497                    | 1.26%                       |
| Willow Point Nursing Facility | 1,548,430                              | 1,420,347                   |  | 2,968,777                    | 2.81%                       |
| Total Fund                    | <u>34,146,282</u>                      | <u>31,485,108</u>           | <u>-</u>                                 | <u>65,631,390</u>            | <u>62.12%</u>               |
| <b>Total</b>                  | <u><b>\$ 44,630,000</b></u>            | <u><b>\$ 44,870,600</b></u> | <u><b>\$ 16,145,000</b></u>              | <u><b>\$ 105,645,600</b></u> | <u><b>100.00%</b></u>       |

**Schedule B**

**HISTORY OF DEBT SERVICE**

|                                       | <b>2006<br/>Actual<br/>Payments</b> | <b>2007<br/>Actual<br/>Payments</b> | <b>2008<br/>Actual<br/>Payments</b> | <b>2009<br/>Budget<br/>Adopted</b> | <b>2010<br/>Budget<br/>Recommended</b> |
|---------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|------------------------------------|--|
| General Fund                          |                                     |                                     |                                     |                                    |  |
| Community College                     | \$ 398,514                          | \$ 574,114                          | \$ 569,064                          | \$ 647,244                         | \$ 623,130                             |
| All Other General Fund                | 2,197,440                           | 2,787,663                           | 2,905,981                           | 3,830,855                          | 4,314,540                              |
| Total General Fund                    | <u>2,595,954</u>                    | <u>3,361,777</u>                    | <u>3,475,045</u>                    | <u>4,478,099</u>                   | <u>4,937,670</u>                       |
| Arena                                 | 23,830                              | 59,189                              | 78,408                              | 291,015                            | 428,230                                |
| * Aviation                            | 99,948                              | 106,573                             | 125,508                             | 193,532                            | 272,793                                |
| * Central Food and Nutrition Services | 16,160                              | 130,266                             | 132,663                             | 113,863                            | 109,938                                |
| County Road                           | 1,318,248                           | 1,870,452                           | 2,568,109                           | 3,110,478                          | 2,790,409                              |
| En-Joie Golf Course                   | -                                   | -                                   | -                                   | 13,440                             | 12,354                                 |
| * Fleet Management                    | 90,473                              | 206,105                             | 228,266                             | 221,402                            | 153,711                                |
| Library                               | 3,857                               | 43,571                              | 40,819                              | 38,441                             | 40,844                                 |
| Road Machinery                        | 246,276                             | 248,628                             | 314,064                             | 394,112                            | 383,024                                |
| * Solid Waste                         | 3,308,957                           | 3,254,780                           | 3,008,797                           | 3,104,840                          | 3,297,963                              |
| * Transit                             | 14,965                              | 310,921                             | 104,975                             | 585,496                            | 784,339                                |
| * Willow Point Nursing Facility       | 336,990                             | 429,725                             | 286,688                             | 402,019                            | 457,731                                |
| <b>Total</b>                          | <b><u>\$ 8,055,658</u></b>          | <b><u>\$ 10,021,987</u></b>         | <b><u>\$ 10,363,342</u></b>         | <b><u>\$ 12,946,737</u></b>        | <b><u>\$ 13,669,006</u></b>            |

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

## Schedule C

## Serial Bonds

| Summary of Serial Bond Issues            | 2010 Principal<br>Beginning Balance | Principal<br>Payment | Interest Payments |                   | 2010 Principal<br>Ending Balance |
|--|-------------------------------------|----------------------|-------------------|-------------------|----------------------------------|
| General Fund                             |                                     |                      | First             | Second            |                                  |
| Community College                        | \$ 3,091,128                        | \$ 270,907           | \$ 67,068         | \$ 61,737         | \$ 2,820,221                     |
| All Other General Fund                   | 10,294,364                          | 942,532              | 218,404           | 200,059           | 9,351,832                        |
| Total General Fund                       | 13,385,492                          | 1,213,439            | 285,472           | 261,796           | 12,172,053                       |
| Aviation                                 | 673,913                             | 73,146               | 13,207            | 11,752            | 600,767                          |
| Central Food and Nutrition Services      | 115,394                             | 12,396               | 2,224             | 1,991             | 102,998                          |
| County Road                              | 9,894,036                           | 943,104              | 205,341           | 187,165           | 8,950,932                        |
| Fleet Management                         | 646,062                             | 69,403               | 12,449            | 11,148            | 576,659                          |
| Library                                  | 27,539                              | 2,958                | 531               | 476               | 24,581                           |
| Road Machinery                           | 1,824,992                           | 179,511              | 37,195            | 33,761            | 1,645,481                        |
| Solid Waste Management                   | 16,651,905                          | 1,966,149            | 360,423           | 318,079           | 14,685,756                       |
| Transit                                  | 108,123                             | 11,300               | 2,122             | 1,909             | 96,823                           |
| Veterans' Arena                          | 122,797                             | 16,800               | 2,818             | 2,426             | 105,997                          |
| Willow Point Nursing Facility            | 1,420,347                           | 141,294              | 28,753            | 26,058            | 1,279,053                        |
| <b>Total</b>                             | <b>\$ 44,870,600</b>                | <b>\$ 4,629,500</b>  | <b>\$ 950,534</b> | <b>\$ 856,561</b> | <b>\$ 40,241,100</b>             |
| Total 2010 Serial Bond Principal Payment | \$ 4,629,500                        |                      |                   |                   |                                  |
| Total 2010 Serial Bond Interest Payment  | 1,807,095                           |                      |                   |                   |                                  |
| 2010 Serial Bonds Grand Total            | \$ 6,436,595                        |                      |                   |                   |                                  |

**Serial Bonds**

**Serial Bonds**

**1997 Issue (Matures 2016)**

|                                | 2010<br>Beginning Balance | Principal<br>Payment | Interest Payments |                  | 2010<br>Ending Balance |
|--------------------------------|---------------------------|----------------------|-------------------|------------------|------------------------|
|                                |                           |                      | First             | Second           |                        |
| Veterans' Arena                |                           |                      |                   |                  |                        |
| Arena Skyboxes                 | \$ 16,000                 | \$ 8,000             | \$ 432            | \$ 216           | \$ 8,000               |
| Total Veterans' Arena          | 16,000                    | 8,000                | 432               | 216              | 8,000                  |
| <br>Solid Waste                |                           |                      |                   |                  |                        |
| Leachate Treatment Facilities  | 1,579,600                 | 238,500              | 42,650            | 36,210           | 1,341,100              |
| House Hazardous Waste/Maint    | 210,000                   | 30,000               | 5,670             | 4,860            | 180,000                |
| Landfill Gas Recovery Facility | 192,000                   | 24,000               | 5,184             | 4,536            | 168,000                |
| Leachate Storage Tank Design   | 220,000                   | 30,000               | 5,940             | 5,130            | 190,000                |
| Landfill Buffer Purchase       | 203,000                   | 29,000               | 5,481             | 4,698            | 174,000                |
| Total Solid Waste              | 2,404,600                 | 351,500              | 64,925            | 55,434           | 2,053,100              |
| <br>Total 1997 Issue           | <u>\$ 2,420,600</u>       | <u>\$ 359,500</u>    | <u>\$ 65,357</u>  | <u>\$ 55,650</u> | <u>\$ 2,061,100</u>    |

## Serial Bonds

## 2002 Issue (Matures 2019)

|                                       | 2010<br>Beginning Balance | Principal<br>Payment | Interest Payments |           | 2010<br>Ending Balance |
|---------------------------------------|---------------------------|----------------------|-------------------|-----------|------------------------|
|                                       |                           |                      | First             | Second    |                        |
| General Fund                          |                           |                      |                   |           |                        |
| Community College                     |                           |                      |                   |           |                        |
| Student Activities/Athletic Facility  | \$ 2,443,842              | \$ 201,372           | \$ 54,596         | \$ 50,569 | \$ 2,242,470           |
| All Other General Fund                |                           |                      |                   |           |                        |
| Public Safety Facility                | 287,575                   | 23,696               | 6,425             | 5,951     | 263,879                |
| GHJB Reno/Construct Annex             | 4,536,073                 | 373,766              | 101,337           | 93,862    | 4,162,307              |
| Reconstruct Gov't Plaza Deck          | 613,238                   | 50,531               | 13,700            | 12,690    | 562,707                |
| Network Upgrade & Equipment Replace   | 71,574                    | 5,898                | 1,599             | 1,482     | 65,676                 |
| DMV Building Acquisition              | 110,660                   | 9,118                | 2,473             | 2,290     | 101,542                |
| COB Elevator Upgrade                  | 120,145                   | 9,900                | 2,685             | 2,487     | 110,245                |
| COB Fire Alarm System Replacement     | 180,218                   | 14,850               | 4,027             | 3,730     | 165,368                |
| Forum Roof system Replacement         | 607,404                   | 50,050               | 13,570            | 12,569    | 557,354                |
| Total Other General Fund              | 6,526,887                 | 537,809              | 145,816           | 135,061   | 5,989,078              |
| Total General Fund                    | 8,970,729                 | 739,181              | 200,412           | 185,630   | 8,231,548              |
| County Road                           |                           |                      |                   |           |                        |
| Highway Reconstruction/Rehabilitation | 1,178                     | 97                   | 27                | 25        | 1,081                  |
| Highway Reconstruction/Rehabilitation | 90,361                    | 7,446                | 2,019             | 1,870     | 82,915                 |
| Bridge Cleaning & Painting            | 60,652                    | 4,998                | 1,355             | 1,256     | 55,654                 |
| Bridge Reconstruction/Rehabilitation  | 216,997                   | 17,881               | 4,848             | 4,491     | 199,116                |
| Highway Reconstruction                | 179,523                   | 14,793               | 4,011             | 3,715     | 164,730                |
| Highway Reconstruction/Rehabilitation | 1,006,569                 | 82,941               | 22,487            | 20,829    | 923,628                |
| Highway Reconstruction/Rehabilitation | 1,067,961                 | 88,000               | 23,859            | 22,099    | 979,961                |
| Federal Bridge Aid Program            | 961,167                   | 79,200               | 21,473            | 19,889    | 881,967                |
| Highway Reconstruction/Rehabilitation | 1,201,456                 | 99,000               | 26,841            | 24,861    | 1,102,456              |
| Total County Roads                    | 4,785,864                 | 394,356              | 106,920           | 99,035    | 4,391,508              |
| Road Machinery                        |                           |                      |                   |           |                        |
| Highway Maintenance Facility          | 239,738                   | 19,754               | 5,356             | 4,961     | 219,984                |
| Highway Equipment Replacement         | 99,405                    | 8,191                | 2,221             | 2,057     | 91,214                 |
| Highway Equipment Replacement         | 321,768                   | 26,514               | 7,189             | 6,659     | 295,254                |
| Total Road Machinery                  | 660,911                   | 54,459               | 14,766            | 13,677    | 606,452                |
| Veterans' Arena                       |                           |                      |                   |           |                        |
| Arena Improvements                    | 106,797                   | 8,800                | 2,386             | 2,210     | 97,997                 |
| Total Veterans' Arena                 | 106,797                   | 8,800                | 2,386             | 2,210     | 97,997                 |

**Serial Bonds**

**2002 Issue (Matures 2019) Continued**

|                                 | 2010<br><u>Beginning Balance</u> | Principal<br><u>Payment</u> | Interest Payments<br><u>First</u> | Interest Payments<br><u>Second</u> | 2010<br><u>Ending Balance</u> |
|---------------------------------|----------------------------------|-----------------------------|-----------------------------------|------------------------------------|-------------------------------|
| Transit                         |                                  |                             |                                   |                                    |                               |
| Transit Coach Replacement       | 12,573                           | 1,036                       | 281                               | 261                                | 11,537                        |
| Total Transit                   | <u>12,573</u>                    | <u>1,036</u>                | <u>281</u>                        | <u>261</u>                         | <u>11,537</u>                 |
| Willow Point                    |                                  |                             |                                   |                                    |                               |
| Elevator Renovation             | 42,719                           | 3,520                       | 955                               | 884                                | 39,199                        |
| Parking Lot Construction        | 276,483                          | 22,782                      | 6,177                             | 5,722                              | 253,701                       |
| Roof Repairs And Renovation     | 8,139                            | 671                         | 182                               | 169                                | 7,468                         |
| Resident Lift Program Equipment | 53,396                           | 4,400                       | 1,193                             | 1,105                              | 48,996                        |
| WPNH Building Feasibility Study | 70,305                           | 5,793                       | 1,571                             | 1,455                              | 64,512                        |
| Total Willow Point              | <u>451,042</u>                   | <u>37,166</u>               | <u>10,078</u>                     | <u>9,335</u>                       | <u>413,876</u>                |
| Solid Waste                     |                                  |                             |                                   |                                    |                               |
| Leachate Treatment Facility     | 30,786                           | 2,537                       | 688                               | 638                                | 28,249                        |
| Landfill Gas Recovery System    | 105,277                          | 8,675                       | 2,352                             | 2,179                              | 96,602                        |
| Leachate Storage Tank Design    | 15,039                           | 1,239                       | 336                               | 312                                | 13,800                        |
| Landfill Water Supply           | 3,897,579                        | 321,159                     | 87,073                            | 80,650                             | 3,576,420                     |
| Landfill Public Sewer System    | 317,051                          | 26,125                      | 7,083                             | 6,561                              | 290,926                       |
| Salt/Sand Storage Facility      | 87,420                           | 7,203                       | 1,953                             | 1,809                              | 80,217                        |
| Landfill Equipment              | 657,331                          | 54,164                      | 14,685                            | 13,602                             | 603,167                       |
| Landfill New Construction       | 1,268,205                        | 104,500                     | 28,332                            | 26,242                             | 1,163,705                     |
| Total Solid Waste               | <u>6,378,688</u>                 | <u>525,602</u>              | <u>142,502</u>                    | <u>131,993</u>                     | <u>5,853,086</u>              |
| Aviation                        |                                  |                             |                                   |                                    |                               |
| Airport Utility Enhancement     | 53,396                           | 4,400                       | 1,193                             | 1,105                              | 48,996                        |
| Total Aviation                  | <u>53,396</u>                    | <u>4,400</u>                | <u>1,193</u>                      | <u>1,105</u>                       | <u>48,996</u>                 |
| <b>Total 2002 Issue</b>         | <u><u>\$ 21,420,000</u></u>      | <u><u>\$ 1,765,000</u></u>  | <u><u>\$ 478,537</u></u>          | <u><u>\$ 443,247</u></u>           | <u><u>\$ 19,655,000</u></u>   |



## Serial Bonds

## 2004 Issue (Matures 2016)

|                          | 2010<br>Beginning Balance  | Principal<br>Payment     | Interest Payments       |                         | 2010<br>Ending Balance     |
|--------------------------|----------------------------|--------------------------|-------------------------|-------------------------|----------------------------|
|                          |                            |                          | First                   | Second                  |                            |
| Solid Waste              |                            |                          |                         |                         |                            |
| Nanticoke Landfill       | \$ 433,421                 | \$ 72,727                | \$ 8,787                | \$ 6,828                | \$ 360,694                 |
| Install Leachate Storage | 224,599                    | 55,065                   | 4,554                   | 3,210                   | 169,534                    |
| Nanticoke Improvements   | 187,013                    | 187,013                  | 3,792                   | 0                       | -                          |
| Nanticoke Improvements   | 473,795                    | 69,610                   | 9,606                   | 7,652                   | 404,185                    |
| Compost Station          | 59,218                     | 7,380                    | 1,201                   | 982                     | 51,838                     |
| Total Solid Waste        | <u>1,378,046</u>           | <u>391,795</u>           | <u>27,940</u>           | <u>18,672</u>           | <u>986,251</u>             |
| Aviation                 |                            |                          |                         |                         |                            |
| Runway Extension 16-34   | 56,954                     | 8,205                    | 1,155                   | 923                     | 48,749                     |
| Total Aviation           | <u>56,954</u>              | <u>8,205</u>             | <u>1,155</u>            | <u>923</u>              | <u>48,749</u>              |
| <b>Total 2004 Issue</b>  | <b><u>\$ 1,435,000</u></b> | <b><u>\$ 400,000</u></b> | <b><u>\$ 29,095</u></b> | <b><u>\$ 19,595</u></b> | <b><u>\$ 1,035,000</u></b> |

**Serial Bonds**

**2005 Issue (Matures 2017)**

|  | <u>2010<br/>Beginning Balance</u> | <u>Principal<br/>Payment</u> | <u>Interest Payments</u> |               | <u>2010<br/>Ending Balance</u> |
|--|-----------------------------------|------------------------------|--------------------------|---------------|--------------------------------|
|  |                                   |                              | <u>First</u>             | <u>Second</u> |                                |
| General Fund                                     |                                   |                              |                          |               |                                |
| Community College                                |                                   |                              |                          |               |                                |
| Student Activities/Athletic Facility             | \$ 254,577                        | \$ 27,348                    | \$ 4,906                 | \$ 4,393      | \$ 227,229                     |
| Roof Replacement Phase I                         | 239,903                           | 25,772                       | 4,623                    | 4,140         | 214,131                        |
| Original Boiler Replacement Phase I              | 152,806                           | 16,415                       | 2,945                    | 2,637         | 136,391                        |
| Total Community College                          | <u>647,286</u>                    | <u>69,535</u>                | <u>12,474</u>            | <u>11,170</u> | <u>577,751</u>                 |
| All Other General Fund                           |                                   |                              |                          |               |                                |
| COB Elevator Controls Upgrade                    | 96,678                            | 10,386                       | 1,863                    | 1,669         | 86,292                         |
| COB Fire Alarm System Replacement                | 152,835                           | 16,418                       | 2,945                    | 2,637         | 136,417                        |
| Communications Van Replacement                   | 32,828                            | 3,527                        | 633                      | 567           | 29,301                         |
| Parks Equipment Replacement                      | 108,617                           | 11,668                       | 2,093                    | 1,875         | 96,949                         |
| Federal EPA Oil Spill Plan Compliance            | 102,900                           | 11,054                       | 1,983                    | 1,776         | 91,846                         |
| County Buildings Renovations                     | 165,374                           | 17,765                       | 3,187                    | 2,854         | 147,609                        |
| Microwave System Replacement                     | 411,598                           | 44,216                       | 7,931                    | 7,102         | 367,382                        |
| Computer Equipment Replacement Phase IV          | 279,299                           | 30,004                       | 5,382                    | 4,819         | 249,295                        |
| Watershed Reconstruction Repair                  | 55,124                            | 5,922                        | 1,063                    | 952           | 49,202                         |
| County Buildings Renovations                     | 183,750                           | 19,739                       | 3,541                    | 3,171         | 164,011                        |
| COB - Parking Area Repairs - Design Phase        | 128,624                           | 13,818                       | 2,479                    | 2,220         | 114,807                        |
| Systematic Roof Replacement At County Facilities | 440,995                           | 47,374                       | 8,498                    | 7,609         | 393,621                        |
| Vehicle Locator System                           | 257,249                           | 27,635                       | 4,957                    | 4,439         | 229,614                        |
| Computer Equipment Replacement & Update Techno   | 562,272                           | 60,402                       | 10,834                   | 9,702         | 501,870                        |
| Grippen Ice Rink Rehabilitation                  | 73,500                            | 7,896                        | 1,417                    | 1,269         | 65,604                         |
| Parks Equipment Replacement                      | 135,975                           | 14,607                       | 2,620                    | 2,347         | 121,368                        |
| Parks Playground Equipment and Shelters          | 110,250                           | 11,844                       | 2,125                    | 1,903         | 98,407                         |
| Parks Surface Rehabilitation                     | 124,948                           | 13,423                       | 2,408                    | 2,156         | 111,525                        |
| Emergency Surveillance Equipment Improvements    | 37,653                            | 4,045                        | 726                      | 650           | 33,608                         |
| Electronic Document Mgt. System - DSS            | 176,178                           | 18,926                       | 3,395                    | 3,040         | 157,252                        |
| County Buildings Renovations Equipment           | 44,100                            | 4,737                        | 850                      | 761           | 39,362                         |
| Western Broome Senior Citizen Center             | 86,730                            | 9,317                        | 1,672                    | 1,497         | 77,413                         |
| Total Other General Fund                         | <u>3,767,477</u>                  | <u>404,723</u>               | <u>72,601</u>            | <u>65,016</u> | <u>3,362,754</u>               |
| Total General Fund                               | <u>4,414,763</u>                  | <u>474,258</u>               | <u>85,075</u>            | <u>76,186</u> | <u>3,940,505</u>               |

## Serial Bonds

## 2005 Issue (Matures 2017) Continued

|  | 2010<br>Beginning Balance | Principal<br>Payment | Interest Payments |        | 2010<br>Ending Balance |
|--|---------------------------|----------------------|-------------------|--------|------------------------|
|  |                           |                      | First             | Second |                        |
| County Road  |                           |                      |                   |        |                        |
| Old Vestal Road Improvement                              | 15,858                    | 1,704                | 306               | 274    | 14,155                 |
| Bridge Reconstruction/Rehabilitation                     | 143,059                   | 15,368               | 2,757             | 2,469  | 127,690                |
| Highway Recon./Rehab. Caldwell Hill Rd.                  | 228,168                   | 24,511               | 4,397             | 3,937  | 203,657                |
| Road Reconstruction/Rehabilitation                       | 202,124                   | 21,713               | 3,895             | 3,488  | 180,411                |
| Highway Reconstruction                                   | 1,323,727                 | 142,202              | 25,506            | 22,840 | 1,181,525              |
| Hooper Rd. Bridge Reconstruction                         | 661,496                   | 71,062               | 12,746            | 11,414 | 590,435                |
| Lester Ave. Bridge Reconstruction                        | 806,496                   | 86,638               | 15,540            | 13,916 | 719,858                |
| Highway Reconstruction                                   | 734,997                   | 78,957               | 14,162            | 12,682 | 656,040                |
| Airport Rd. Bridge Reconstruction                        | 367,499                   | 39,479               | 7,081             | 6,341  | 328,020                |
| Bevier St. Bridge Recon. - Design                        | 367,499                   | 39,479               | 7,081             | 6,341  | 328,020                |
| Bridge Repair and Culvert Replacement/Recon.             | 183,749                   | 19,739               | 3,541             | 3,171  | 164,010                |
| Colesville Rd./South St. Bridge Replace./Rehab. - Design | 73,500                    | 7,896                | 1,417             | 1,269  | 65,604                 |
| Total County Roads                                       | 5,108,172                 | 548,748              | 98,429            | 88,142 | 4,559,424              |
| Road Machinery   |                           |                      |                   |        |                        |
| Highway Equipment Replacement                            | 36,919                    | 3,966                | 712               | 637    | 32,953                 |
| Highway Equipment Replacement                            | 288,532                   | 30,996               | 6,059             | 4,979  | 257,536                |
| Highway Equipment Replacement                            | 164,639                   | 17,686               | 3,173             | 2,841  | 146,953                |
| Highway Equipment Replacement                            | 673,991                   | 72,404               | 12,987            | 11,629 | 601,587                |
| Total Road Machinery                                     | 1,164,081                 | 125,052              | 22,931            | 20,084 | 1,039,029              |
| Library  |                           |                      |                   |        |                        |
| DYNIX Upgrade  | 27,539                    | 2,958                | 531               | 476    | 24,581                 |
| Total Library  | 27,539                    | 2,958                | 531               | 476    | 24,581                 |
| Transit  |                           |                      |                   |        |                        |
| Electronic Fare Box Replacement                          | 95,550                    | 10,264               | 1,842             | 1,649  | 85,286                 |
| Total Transit  | 95,550                    | 10,264               | 1,842             | 1,649  | 85,286                 |

**Serial Bonds**

**2005 Issue (Matures 2017) Continued**

|   | 2010<br>Beginning Balance | Principal<br>Payment | Interest Payments |                   | 2010<br>Ending Balance |
|---|---------------------------|----------------------|-------------------|-------------------|------------------------|
|   |                           |                      | First             | Second            |                        |
| <b>Willow Point</b>                           |                           |                      |                   |                   |                        |
| Parking Lot Construction                      | 8,297                     | 891                  | 160               | 144               | 7,405                  |
| Fire Alarm System                             | 352,798                   | 37,899               | 6,798             | 6,088             | 314,898                |
| Replacement of Chillers and Cooling Towers    | 115,763                   | 12,436               | 2,231             | 1,998             | 103,327                |
| Generator Replacement                         | 88,199                    | 9,475                | 1,700             | 1,522             | 78,724                 |
| Bathing/Toileting Suite Renovations           | 183,748                   | 19,739               | 3,541             | 3,171             | 164,009                |
| Nurses Stations Renovations                   | 110,250                   | 11,844               | 2,125             | 1,903             | 98,406                 |
| WPNH Med Room Renovation                      | 110,250                   | 11,844               | 2,125             | 1,903             | 98,406                 |
| Total Willow Point                            | 969,305                   | 104,128              | 18,680            | 16,729            | 865,177                |
| <b>Solid Waste</b>                            |                           |                      |                   |                   |                        |
| Landfill Gas Recovery Facility                | 463,774                   | 49,821               | 8,936             | 8,002             | 413,953                |
| Landfill Public Water Supply                  | 1,831,863                 | 196,789              | 35,297            | 31,607            | 1,635,075              |
| Landfill Public Sewer System                  | 67,941                    | 7,299                | 1,310             | 1,173             | 60,642                 |
| Landfill Construction                         | 2,177,754                 | 233,946              | 41,961            | 37,575            | 1,943,808              |
| Partial Landfill Closure                      | 1,456,014                 | 156,413              | 28,055            | 25,122            | 1,299,601              |
| Landfill Equipment Replacement                | 117,599                   | 12,633               | 2,266             | 2,030             | 104,966                |
| Gas Recovery                                  | 183,749                   | 19,739               | 3,541             | 3,171             | 164,010                |
| Landfill Property Acquisition                 | 191,877                   | 20,612               | 3,698             | 3,311             | 171,264                |
| Total Solid Waste                             | 6,490,571                 | 697,252              | 125,064           | 111,991           | 5,793,319              |
| <b>Aviation</b>                               |                           |                      |                   |                   |                        |
| Airport Utility Enhancement                   | 208,359                   | 22,383               | 4,015             | 3,595             | 185,976                |
| Airport Utility Enhancement Project, Phase II | 258,391                   | 27,758               | 4,979             | 4,459             | 230,633                |
| Runway 16/34 Rehabilitation - Design          | 3,100                     | 333                  | 60                | 54                | 2,767                  |
| Runway 16/34 Rehabilitation - Construction    | 93,713                    | 10,067               | 1,806             | 1,617             | 83,646                 |
| Total Aviation                                | 563,563                   | 60,541               | 10,860            | 9,725             | 503,022                |
| <b>Fleet Management</b>                       |                           |                      |                   |                   |                        |
| Fleet Replacement                             | 146,999                   | 15,791               | 2,833             | 2,537             | 131,208                |
| Fleet Replacement                             | 499,063                   | 53,612               | 9,616             | 8,611             | 445,451                |
| Total Fleet Management                        | 646,062                   | 69,403               | 12,449            | 11,148            | 576,659                |
| <b>Central Foods</b>                          |                           |                      |                   |                   |                        |
| Renovations For Structural Improvements       | 115,394                   | 12,396               | 2,224             | 1,991             | 102,998                |
| Total Central Foods                           | 115,394                   | 12,396               | 2,224             | 1,991             | 102,998                |
| <b>Total 2005 Issue</b>                       | <b>\$ 19,595,000</b>      | <b>\$ 2,105,000</b>  | <b>\$ 378,085</b> | <b>\$ 338,121</b> | <b>\$ 17,490,000</b>   |

Schedule D

CERTIFICATES OF PARTICIPATION

|                           | <u>2010 Principal<br/>Beginning Balance</u> | <u>Principal<br/>Payment</u> |    | <u>Interest Payments<br/>First</u> | <u>Second</u> | <u>2010 Principal<br/>Ending Balance</u> |
|---------------------------|---|------------------------------|----|------------------------------------|---------------|--|
| 1994 Issue (Matures 2022) |   |                              |    |                                    |               |  |
| General Fund              |   |                              |    |                                    |               |  |
| Public Safety Facility    | \$ 16,145,000                               | \$ -                         | \$ | 423,807                            | \$ 423,807    | \$ 16,145,000                            |

Offset by interest earnings on reserve budgeted in subobject 0613.

\$207,005

## Schedule E

## Bond Anticipation Notes

Issue Date 4/16/09

Maturity Date 4/16/10

## All Other General Fund

|   | Amount<br>Outstanding |
|---|-----------------------|
| COB - Parking Area Repairs - Design Phase                 | \$ 65,834             |
| Grippen Ice Rink Rehabilitation                           | 665,019               |
| Parks Equipment Replacement (2005 CIP)                    | 12,500                |
| Watershed Annual Maintenance (2006 CIP)                   | 52,500                |
| County Buildings Renovations (2006 CIP)                   | 140,000               |
| County Office Building Carpet                             | 4,432                 |
| Public Safety Facility                                    | 69,868                |
| Systematic Roof Replacement At County                     | 240,000               |
| Electronic Voting Machines                                | 69,080                |
| Fire Radio System Replacement Phase I                     | 350,000               |
| Regional Public Safety Training Facility                  | 44,999                |
| Parks Equipment Replacement (2006 CIP)                    | 62,999                |
| Parks Surface Rehabilitation                              | 39,869                |
| Forum Repairs/Renovations                                 | 36,000                |
| Equipment Replacement                                     | 995,000               |
| Parks Equipment Replacement (FEMA 06/06 Flood)            | 2,615                 |
| Watershed Annual Maintenance (2007 CIP)                   | 65,333                |
| County Buildings Renovations (2007 CIP)                   | 87,111                |
| Petroleum Storage Regulation Compliance                   | 72,000                |
| Public Safety Facility Repairs/Renovations                | 45,809                |
| Computer Equipment Replacement & Technology Update        | 240,000               |
| Voice Mail System Replacement - Unified                   | 56,303                |
| Parks Equipment Replacement (2007 CIP)                    | 16,000                |
| Black Creek Security Update at County Jail                | 178,880               |
| Vehicle Replacement                                       | 74,982                |
| Watershed Regulatory Compliance Part 1                    | 90,000                |
| County Buildings Renovations                              | 120,000               |
| Petroleum Bulk Storage                                    | 40,000                |
| Public Safety Facility Repairs/Renovations                | 60,000                |
| Systematic Roof Replacement At County                     | 93,333                |
| Network Switches & PC Replacement                         | 644,000               |
| Parks Equipment Replacement                               | 60,000                |
| Forum Rigging Load Capacity Increase                      | 40,000                |
| Portable Radio Replacement                                | 26,937                |
| Replace Financial, HR/Payroll Systems (Software)          | 1,485,760             |
| Replace Financial, HR/Payroll Systems (Hardware)          | 180,000               |
| Parks Upgrade 2008  | 50,000                |
| ERP System Phase II 2009                                  | 2,350,000             |
| Replace Oil-Water Separator at Fleet 2009                 | 70,000                |
| External Building Repairs - Front Street Dod Shelter 2009 | 50,000                |
| Parks Facilities Repairs & Renovations 2009               | 40,000                |
| Sheriff's Vehicle Replacement 2009                        | 200,000               |
| Total All Other General Fund                              | <u>\$ 9,287,163</u>   |

## Solid Waste

|  | Amount<br>Outstanding |
|--|-----------------------|
| Landfill Equipment                       | \$ 225,556            |
| Leachate Treatment Plant Outfall         | 1,111,145             |
| SEIS Options For Section IV Access       | 107,161               |
| Colesville Landfill Remediation (Part 2) | 285,200               |
| Colesville Landfill Remediation (Part 2) | 100,000               |
| Design Section III Closure               | 100,000               |
| Landfill Rain Cap Section IV             | 200,000               |
| Scale House Road And Facility            | 1,944,000             |
| Solid Waste Management Plan Update       | 200,000               |
| Landfill Road Reconstruction             | 2,500,000             |
| Colesville Landfill Remediation (Part 2) | 225,000               |
| Construction of Section II & III Closure | 500,000               |
| Total Solid Waste                        | <u>\$ 7,498,062</u>   |

## Aviation

|                                       | Amount<br>Outstanding |
|---------------------------------------|-----------------------|
| Airport Parking Lot Rehabilitation    | \$ 889,298            |
| Airport Corporate Hangar Improvements | 623,851               |
| Taxiway Rehabilitation-Construction   | 180,000               |
| Terminal Building Rehab.              | 100,000               |
| Airport Main Apron Rehab. - Design    | 15,000                |
| Snow Removal Equipment                | 16,005                |
| Total Aviation                        | <u>\$ 1,824,154</u>   |

## County Road

|  | Amount<br>Outstanding |
|--|-----------------------|
| Highway Reconstruction                                 | \$ 135,231            |
| Airport Rd. Bridge Reconstruction                      | 200,172               |
| Colesville Rd./South St. Bridge Replace./Rehab.-Design | 72,113                |
| Highway Reconstruction                                 | 1,600,001             |
| Bevier St. Bridge Reconstruction                       | 3,419,690             |
| South Street Bridge                                    | 218,500               |
| Bridge Reconstruction                                  | 236,892               |
| Road Reconstruction (FEMA - 06/06 Flood)               | 68,098                |
| Bridge Reconstruction (FEMA - 11/06 Flood)             | 1,800,000             |
| Highway Reconstruction/Repair                          | 1,524,444             |
| Repair Highway Culverts & Bridges                      | 435,556               |
| Highway Fire Alarm Suppression System                  | 23,788                |
| Highway Reconstruction/Rehabilitation                  | 1,628,136             |
| Colesville Rd. Bridge Replacement                      | 1245000               |
| Unanticipated Bridge Repairs                           | 237500                |
| 2nd Street, Deposit, Drainage                          | 650000                |
| Highway Reconstruction/Rehabilitation                  | 1995052               |
| Nanticoke Drive Bridge Reconstruction                  | 350000                |
| Total County Road                                      | <u>\$ 15,840,173</u>  |

## Schedule E

## Bond Anticipation Notes

Issue Date 4/16/09

Maturity Date 4/16/10

|  | Amount<br>Outstanding |                                       | Amount<br>Outstanding |
|--|-----------------------|---------------------------------------|-----------------------|
| Community College (BCC)                        |                       | Road Machinery                        |                       |
| Technology Initiative                          | \$ 89,433             | Highway Machinery                     | \$ 223,138            |
| Update Master Plan                             | 14,748                | Highway Equipment Replacement         | 303,334               |
| Wales Building Renovation                      | 148,107               | Highway Equipment Replacement         | 854,000               |
| Original Boiler Replacement Phase II           | 74,667                | <b>Total Road Machinery</b>           | <b>\$ 1,380,472</b>   |
| Feasibility Study                              | 40,000                |                                       |                       |
| Energy Management Improvements                 | 165,600               | Veteran's Arena                       |                       |
| Roof Replacement - Phase II                    | 60,000                | Primary Electric Repairs              | \$ 52,500             |
| West Gym Bleachers                             | 208,000               | Repairs/Renovations (2006 CIP)        | 40,000                |
| Roadway & Lot Upgrades                         | 85,000                | Repairs/Renovations (2007 CIP)        | 72,000                |
| Science Building                               | 311,000               | Replace Arena Window - Wall At North  | 784,200               |
| <b>Total Community College</b>                 | <b>1,196,555</b>      | Repairs/Renovations (2008 CIP)        | 80,000                |
|  |                       | Arena Roof Systems Repair/Resurfacing | 160,000               |
| <b>Total General Fund</b>                      | <b>\$ 10,483,718</b>  | Arena Spotlights                      | 24,000                |
|  |                       | <b>Total Veteran's Arena</b>          | <b>\$ 1,212,700</b>   |
| Willow Point Nursing Home                      |                       |                                       |                       |
| WPNH Room Renovations 96                       | \$ 186,667            | Transit                               |                       |
| New 380 Bed Facility 2006                      | 540,000               | Coach Replacement                     | \$ 793,333            |
| New Electrical Beds 2006                       | 143,333               | Intermodal Transit Terminal           | 2,086,151             |
| WPNH Resident Contained Smoking Area 2006      | 70,000                | Support Vehicle Replacement           | 160000                |
| HVAC Repairs 08                                | 112,500               | Passenger Buses 5 - 24                | 700000                |
| 08 Kiosk Stations 08                           | 64,000                | Transit Building Renovations          | 175000                |
| 08 Resident Furniture & Room Care Equipment 08 | 32,000                | <b>Total Transit</b>                  | <b>\$ 3,914,484</b>   |
| 08 WPNH Renovations And Repairs 08             | 156,000               |                                       |                       |
| HVAC Replacement/Repairs 2009                  | 125000                | Fleet Management                      |                       |
| Therapy Module - Software & Hardware 2009      | 26930                 | DPW - Fleet Replacement (2007 CIP)    | \$ 24,576             |
| WPNH Building Improvements 2009                | 92,000                | DPW - Fleet Replacement (2009 CIP)    | 100,000               |
| <b>Total Willow Point Nursing Home</b>         | <b>\$ 1,548,430</b>   | <b>Total Fleet Management</b>         | <b>\$ 124,576</b>     |
|  |                       |                                       |                       |
| Library  |                       | Central Foods                         |                       |
| Computer Replacement - Public - Phase I        | \$ 19,600             | Building Renovations 2006             | \$ 496,601            |
| Computer Replacement - Staff - Phase I         | 7,000                 | Building Reconstruction 2007          | 76,000                |
| Computer Replacement - Staff - Phase II        | 9,549                 | <b>Total Central Foods</b>            | <b>\$ 572,601</b>     |
| Parking Lot Surface Treatment                  | 7,700                 |                                       |                       |
| Replacement of Decker Room Carpet              | 20,400                | En-Joie Golf Course                   |                       |
| Security Cameras                               | 4,468                 | Golf Course Reconstruction            | 131,518               |
| Library Improvements & Renovations             | 30395                 | <b>Total En-Joie Golf Course</b>      | <b>\$ 131,518</b>     |
| <b>Total Library</b>                           | <b>\$ 99,112</b>      |                                       |                       |
|  |                       | <b>Total Bond Anticipation Notes</b>  | <b>\$ 44,630,000</b>  |

**Schedule F**

**Bond Anticipation Notes/Capital Notes Payment Schedule**

| Project Title                    | Project | Index  | Total<br>BAN<br>4/16/2009 | Principal<br>Paydown<br>4/16/2010 | Interest<br>Due<br>4/16/2010 |
|----------------------------------|---------|--------|---------------------------|-----------------------------------|------------------------------|
| General                          | 101000  | 920041 | 9,287,163                 | 1,896,971                         | 208,962                      |
| General BCC                      | 101000  | 920041 | 1,196,555                 | 196,496                           | 26,923                       |
| Total General                    |         |        | 10,483,718                | 2,093,467                         | 235,885                      |
| County Road                      | 301000  | 039206 | 15,840,173                | 1,098,395                         | 356,404                      |
| Road Machinery                   | 302000  | 039214 | 1,380,472                 | 101,497                           | 31,061                       |
| Library                          | 304000  | 840041 | 99,112                    | 34,649                            | 2,231                        |
| Arena                            | 306000  | 659011 | 1,212,700.00              | 378,900                           | 27,286                       |
| Golf Course                      | 309000  | 859011 | 131,518.00                | 9,394                             | 2,960                        |
| Transit                          | 203000  | 229203 | 3,914,484                 | 680,932                           | 88,076                       |
| Willow Point NH                  | 204000  | 169201 | 1,548,430                 | 226,786                           | 34,840                       |
|                                  | 206000  | 230110 | 7,498,062                 | 484,605                           | 168,707                      |
| Aviation                         | 207000  | 210211 | 1,824,154                 | 133,645                           | 41,044                       |
| Fleet Management                 | 250000  | 039255 | 124,576                   | 57,909                            | 2,803                        |
| Central Foods                    | 251000  | 230128 | 572,601                   | 80,443                            | 12,884                       |
| Grand Total BANs & Capital Notes |         |        | 44,630,000                | 5,380,624                         | 1,004,181                    |

Note: If using this schedule for budget purposes, you must round up when determining the interest appropriation.



## Schedule G

**Statement of  
Authorized and Unborrowed Debt  
For Open Capital Projects**

| <b>Serial Bonds</b>                           | <b>Resolution</b>           | <b>Debt<br/>Authorized</b> | <b>Debt<br/>Unborrowed</b> |
|---|-----------------------------|----------------------------|----------------------------|
| <b>Aviation</b>                               |                             |                            |                            |
| Airport Utility Enhancement Project, Phase II | 03-179                      | 850,000                    | 467,000                    |
| Security Enhancement                          | 07-465                      | 286,776                    | 17,237                     |
| Corporate Hangar Improvements                 | 07-816, 08-442,<br>& 08-742 | 750,000                    | 100,649                    |
| Taxiway Rehabilitation-Construction           | 07-816 & 08-445             | 8,568,807                  | 3,427,038                  |
| Precision Approach Path Indicator             | 08-446                      | 300,000                    | 41,514                     |
| Taxiways H & K Improvements                   | 08-446 & 08-743             | 616,835                    | 36,485                     |
| Airport Main Apron Rehabilitation-Design      | 08-744                      | 300,000                    | 277,500                    |
| EMAS Rehabilitation                           | 08-744                      | 500,000                    | 500,000                    |
| Snow Removal Equipment                        | 08-744                      | 500,000                    | 624,184                    |
| Terminal Building Rehabilitation              | 08-744                      | 360,000                    | 360,000                    |
| <b>Broome Community College</b>               |                             |                            |                            |
| Original Boiler Replacement - Phase II        | 07-46                       | 540,000                    | 451,000                    |
| Roof Replacement Phase II                     | 07-816                      | 621,000                    | 561,000                    |
| Roof Replacement III                          | 08-744                      | 600,000                    | 289,000                    |
| Science Building                              | 08-744                      | 21,000,000                 | 21,000,000                 |
| Alms Building Demolition                      | 09-164                      | 350,000                    | 350,000                    |
| <b>Central Foods</b>                          |                             |                            |                            |
| Building Renovations                          | 05-742                      | 774,160                    | 52,230                     |
| Building Reconstruction                       | 07-46                       | 150,000                    | 58,000                     |
| <b>County Road</b>                            |                             |                            |                            |
| Lester Ave Bridge Reconstruction              | 03-608                      | 2,000,000                  | 103,679                    |
| Road Reconstruction                           | 06-746                      | 6,100,000                  | 2,987,461                  |
| Bridge Reconstruction                         | 06-746                      | 4,200,000                  | 1,172,751                  |
| Highway Reconstruction/Rehabilitation         | 07-816                      | 1,750,000                  | 5,569                      |
| Highway Reconstruction/Rehabilitation         | 08-744                      | 2,000,000                  | 4,948                      |
| Nanticoke Drive Bridge Rehabilitation         | 08-744                      | 1,100,000                  | 750,000                    |
| Building Renovations                          | 09-163                      | 40,000                     | 40,000                     |
| Vehicle Replacement                           | 09-163                      | 153,000                    | 153,000                    |
| Vestal - Endicott Bridge Painting             | 09-317                      | 1,982,000                  | 1,982,000                  |

**Statement of  
Authorized and Unborrowed Debt  
For Open Capital Projects**

| <b>Serial Bonds</b>                       | <b>Resolution</b> | <b>Debt<br/>Authorized</b> | <b>Debt<br/>Unborrowed</b> |
|---|-------------------|----------------------------|----------------------------|
| Elections                                 |                   |                            |                            |
| Electronic Voting Machines                | 05-742            | 2,161,000                  | 642,761                    |
| Equipment Replacement                     | 06-394            | 180,704                    | 46,229                     |
| Emergency Services                        |                   |                            |                            |
| Equipment Replacement                     | 06-394            | 1,400,000                  | 200,000                    |
| Information Technology                    |                   |                            |                            |
| ERP System Phase II                       | 08-744            | 3,520,000                  | 1,170,000                  |
| Library                                   |                   |                            |                            |
| Improvements and Renovations              | 08-744            | 50,000                     | 19,605                     |
| Office For Aging                          |                   |                            |                            |
| Meals On Wheels Replacement Vehicle       | 08-744            | 42,000                     | 42,000                     |
| Parks                                     |                   |                            |                            |
| Otsiningo Picnic Shelter No. 2            | 05-742            | 50,000                     | 40,001                     |
| PW-Buildings & Grounds                    |                   |                            |                            |
| COB - Parking Area Repairs - Design Phase | 05-104 & 07-06    | 456,000                    | 130,521                    |
| County Office Building - Parking Area     | 07-06             | 4,600,000                  | 4,577,000                  |

**Statement of  
Authorized and Unborrowed Debt  
For Open Capital Projects**

| <b>Serial Bonds</b>                        | <b>Resolution</b> | <b>Debt<br/>Authorized</b> | <b>Debt<br/>Unborrowed</b> |
|--|-------------------|----------------------------|----------------------------|
| PW-Engineering                             |                   |                            |                            |
| Upgrade Watershed Dam 23 (Savin-2)         | 07-816            | 1,000,000                  | 750,000                    |
| Public Transportation                      |                   |                            |                            |
| Transit Fleet Additions                    | 05-529            | 834,000                    | 187,727                    |
| Parking Lot Enhancements                   | 07-816 & 08-508   | 29,730                     | 29,730                     |
| Maintenance/Storage Facilities Renovations | 08-744            | 275,000                    | 124,487                    |
| Purchase of 4 Hybrid Electric Buses        | 08-744            | 2,200,000                  | 2,200,000                  |
| Solid Waste                                |                   |                            |                            |
| Landfill New Construction                  | 00-538            | 9,088,000                  | 73,347                     |
| Partial Landfill Closure                   | 01-515            | 3,559,600                  | 1,284,748                  |
| Leachate Treatment Plant Outfall           | 05-742            | 3,080,000                  | 1,855,000                  |
| Design Section III Closure                 | 07-816            | 275,000                    | 175,000                    |
| Landfill Property Acquisition              | 01-685            | 283,000                    | 2,424                      |
| Construction of Section II & III Closure   | 08-744            | 2,000,000                  | 1,500,000                  |
| Landfill Equipment                         | 08-744            | 1,354,000                  | 1,354,000                  |
| Willow Point Nursing Home                  |                   |                            |                            |
| Residents' Rooms Renovations               | 01-686            | 317,000                    | 117,000                    |
| New 380 Bed Facility                       | 05-742            | 55,933,113                 | 55,333,113                 |
| <b>Total</b>                               |                   | <b>\$ 149,080,725</b>      | <b>\$ 107,666,938</b>      |

**Schedule H**

**Authorized Capital Projects**  
Open as of June 12, 2009

|  | <u>CIP Year*</u>   | <u>Total Appropriations</u> | <u>Available Appropriations</u> |
|--|--------------------|-----------------------------|---------------------------------|
| <b>Arena/Forum</b>                         |                    |                             |                                 |
| Arena and Forum Renovations                | 2002               | 2,415,000                   | 968,862                         |
| Arena Primary Electric Replacement         | 2006               | 75,000                      | 63,843                          |
| Arena Repairs/Renovations                  | 2007               | 100,000                     | 55,213                          |
| Replace Arena Window-Wall At North         | 2007, 2007a, 2008a | 920,000                     | 888,940                         |
| Arena Repairs/Renovations                  | 2008               | 100,000                     | 100,000                         |
| Arena Roof Systems Repair/Resurfacing      | 2008 (1)           | 200,000                     | 0                               |
| Arena Spotlights                           | 2008               | 30,000                      | 13,798                          |
| Increase Forum Rigging Load Capacity       | 2008               | 50,000                      | 45,582                          |
|  |                    | <u>3,890,000</u>            | <u>2,136,238</u>                |
| <b>Aviation</b>                            |                    |                             |                                 |
| Utility Enhancement, Phase II              | 2003               | 850,000                     | 534,506                         |
| Runway 16/34 Rehabilitation - Construction | 2005, 2005a, 2007a | 6,192,034                   | 32,487                          |
| Taxiway Rehabilitation-Design              | 2006               | 300,000                     | 13,600                          |
| Hangar Improvements                        | 2006, 2007a        | 386,200                     | 351                             |
| Security Enhancement                       | 2007               | 286,776                     | 17,237                          |
| Corporate Hangar Improvements              | 2007, 2008a        | 750,000                     | 111,847                         |
| Taxiway Rehabilitation-Construction        | 2008, 2008a        | 8,568,807                   | 12,372                          |
| Precision Path Approach Indicator          | 2008               | 300,000                     | 20,034                          |
| Terminal Building Rehabilitation           | 2008               | 100,000                     | 100,000                         |
| Taxiways H & K Improvements                | 2008               | 616,835                     | 21,083                          |
| Rehabilitate EMAS                          | 2008               | 350,000                     | 350,000                         |
| Stormwater Management Master Plan          | 2008               | 130,000                     | 65,000                          |
| Airport Main Apron Rehabilitation-Design   | 2009, 2009a        | 300,000                     | 17,725                          |
| EMAS Rehabilitation                        | 2009               | 500,000                     | 500,000                         |
| Snow Removal Equipment                     | 2009               | 640,189                     | 640,189                         |
| Terminal Building Rehabilitation           | 2009               | 360,000                     | 360,000                         |
|  |                    | <u>20,630,841</u>           | <u>2,796,431</u>                |

## Schedule H

**Authorized Capital Projects**  
Open as of June 12, 2009

|                                       | <u>CIP Year*</u> | <u>Total Appropriations</u> | <u>Available Appropriations</u> |
|---------------------------------------|------------------|-----------------------------|---------------------------------|
| Broome Community College              |                  |                             |                                 |
| Health Science Building               | 1992             | 10,000,000                  | 74,460                          |
| Roof Replacement - BCC                | 2002             | 408,000                     | 67,452                          |
| Original Boiler Replacement Phase I   | 2005             | 415,800                     | 2,800                           |
| Technology Initiative                 | 2006             | 315,000                     | 46,632                          |
| Update Master Plan                    | 2006             | 250,000                     | 21,024                          |
| Wales Building Renovation             | 2006             | 400,000                     | 171,024                         |
| Original Boiler Replacement Phase II  | 2007             | 540,000                     | 478,012                         |
| Feasibility Study                     | 2007, 2008a      | 50,000                      | 50,000                          |
| Energy Management Improvements        | 2008             | 207,000                     | 207,000                         |
| Roof Replacement                      | 2008             | 621,000                     | 621,000                         |
| West Gym Bleachers                    | 2008             | 260,000                     | 260,000                         |
| Roadway and Lot Upgrades              | 2009             | 85,000                      | 85,000                          |
| Roof Replacement III                  | 2009             | 600,000                     | 600,000                         |
| Science Building                      | 2009             | 21,000,000                  | 21,000,000                      |
| Alms Building Demolition              | 2009             | 350,000                     | 350,000                         |
|                                       |                  | <u>35,501,800</u>           | <u>24,034,404</u>               |
| Central Food and Nutrition Services   |                  |                             |                                 |
| Building Renovations                  | 2006             | 774,160                     | 126,398                         |
| Building Reconstruction               | 2007             | 150,000                     | 55,809                          |
|                                       |                  | <u>924,160</u>              | <u>182,207</u>                  |
| Court Facilities                      |                  |                             |                                 |
| Courthouse Asbestos Abatement         | 1997, 2004a      | 1,235,486                   | 22,095                          |
| DPW-Fleet                             |                  |                             |                                 |
| Fleet Replacement                     | 2009             | 100,000                     | 147                             |
| Elections                             |                  |                             |                                 |
| Electronic Voting Machines            | 2006             | 2,161,000                   | 649,024                         |
| Equipment Replacement                 | 2006             | 180,074                     | 45,364                          |
|                                       |                  | <u>2,341,074</u>            | <u>694,388</u>                  |
| Emergency Services                    |                  |                             |                                 |
| Microwave System Replacement          | 2004             | 700,000                     | 40,855                          |
| State Road Radio Tower                | 2004             | 65,000                      | 63,619                          |
| Vehicle Locator System                | 2005             | 350,000                     | 349,413                         |
| Fire Radio System replacement Phase I | 2006             | 500,000                     | 500,000                         |
| Equipment Replacement                 | 2006, 2009a      | 1,054,636                   | 1,054,636                       |

**Schedule H**

**Authorized Capital Projects**

Open as of June 12, 2009

|   | <u>CIP Year*</u>   | <u>Total<br/>Appropriations</u> | <u>Available<br/>Appropriations</u> |
|---|--------------------|---------------------------------|-------------------------------------|
| Information Technology                                      |                    | 2,669,636                       | 2,008,523                           |
| Update Comp. Tech. & Replace Equipment                      | 2002               | 550,000                         | 46,259                              |
| Computer Equipment Replacement & Update Technology          | 2006               | 500,000                         | 36,608                              |
| Information Technology Study                                | 2006               | 127,000                         | 7,658                               |
| Computer Equipment Replacement & Update Technology          | 2007, 2007a, 2008a | 420,273                         | 27,303                              |
| Voice-Mail System Replacement                               | 2007               | 93,839                          | 2,742                               |
| Network Switches & PC Replacement                           | 2008               | 805,000                         | 255,778                             |
| Replace Financial, HR/Payroll Systems (Software)            | 2008               | 1,857,200                       | 4,235                               |
| Replace Financial, HR/Payroll Systems (Hardware)            | 2008               | 200,000                         | 2,814                               |
| Highway   |                    |                                 |                                     |
| Building Renovations  | 2009               | 40,000                          | 20,553                              |
| Vehicle Replacement   | 2009               | 153,000                         | 49,637                              |
|   |                    | <u>193,000</u>                  | <u>70,190</u>                       |
| Highways/Bridges  |                    |                                 |                                     |
| Bridge Reconstruction/Rehabilitation                        | 2001               | 2,420,000                       | 530,372                             |
| Hooper Road Bridge Reconstruction                           | 2004               | 3,400,000                       | 358,950                             |
| Lester Avenue Bridge Rehabilitation                         | 2004               | 2,000,000                       | 1,203,222                           |
| Airport Road Bridge Reconstruction                          | 2005               | 2,500,000                       | 625,851                             |
| Bevier St. Bridge Reconstruction - Design                   | 2005, 2005a        | 765,000                         | 39,936                              |
| Bridge Repair & Culvert Replacement/Reconstruction          | 2005               | 250,000                         | 11,292                              |
| Colesville Rd./South St. Bridge Replacement/Rehab. - Design | 2005               | 400,000                         | 105,166                             |
| Bevier St. Bridge Reconstruction                            | 2006, 2006A        | 7,810,000                       | 557,286                             |
| East Windsor Road Bridges/Rogers Road                       | 2006               | 600,000                         | 600,000                             |
| South Street Bridge   | 2006               | 1,150,000                       | 1,150,000                           |
| Bridge Reconstruction                                       | 2006               | 4,200,000                       | 1,020,788                           |
| Highway Culverts & Bridges Repairs                          | 2007               | 500,000                         | 309,561                             |
| Colesville Rd. Bridge Replacement                           | 2008               | 1,250,000                       | 1,250,000                           |
| Unanticipated Bridge Repairs                                | 2008, 2009a        | 60,000                          | 60,000                              |
| Nanticoke Drive Bridge Rehabilitation                       | 2009               | 1,100,000                       | 1,100,000                           |
| Vestal - Endicott Bridge Painting                           | 2009               | 1,982,000                       | 1,982,000                           |
|   |                    | <u>30,387,000</u>               | <u>10,904,424</u>                   |

## Schedule H

## Authorized Capital Projects

Open as of June 12, 2009

|   | <u>CIP Year*</u> | <u>Total<br/>Appropriations</u> | <u>Available<br/>Appropriations</u> |
|---|------------------|---------------------------------|-------------------------------------|
| Highways/Roads                          |                  |                                 |                                     |
| Highway Reconstruction                  | 2006, 2008a      | 1,961,670                       | 11,139                              |
| Road Reconstruction                     | 2006             | 6,100,000                       | 3,440,972                           |
| Highway Reconstruction/Repair           | 2007             | 1,750,000                       | 9,285                               |
| Highway Reconstruction/Rehabilitation   | 2008             | 1,750,000                       | 199,155                             |
| Hooper Road Turning Lane and Signal     | 2009             | 450,000                         | 450,000                             |
| 2nd Street, Deposit, Drainage           | 2009             | 650,000                         | 626,677                             |
| Highway Reconstruction/Rehabilitation   | 2009, 2009a      | 2,350,000                       | 2,339,902                           |
|   |                  | <u>15,011,670</u>               | <u>7,077,130</u>                    |
| Library                                 |                  |                                 |                                     |
| Improvement and Renovations             | 2009             | 25,000                          | 25,000                              |
| Office For Aging                        |                  |                                 |                                     |
| Meals On Wheels Replacement Vehicle     | 2,009            | 42,000                          | 42,000                              |
| Parks & Recreation                      |                  |                                 |                                     |
| Grippen Ice Rink Rehabilitation         | 2005             | 950,000                         | 350,566                             |
| Parks Playground Equipment & Shelters   | 2005             | 150,000                         | 131                                 |
| Otsiningo Picnic Shelter No. 2          | 2006             | 50,000                          | 50,000                              |
| Dorchester Park Walkway/Bikeway         | 2007             | 521,170                         | 29,204                              |
| Equipment Replacement                   | 2007             | 20,000                          | 2,402                               |
| Equipment Replacement                   | 2008             | 75,000                          | 75,000                              |
| Park Updates                            | 2008             | 50,000                          | 370                                 |
| Park Facilities Repairs and Renovations | 2009             | 40,000                          | 40,000                              |
|   |                  | <u>1,856,170</u>                | <u>547,673</u>                      |

**Schedule H**

**Authorized Capital Projects**  
Open as of June 12, 2009

|  | <b>CIP Year*</b> | <b>Total Appropriations</b> | <b>Available Appropriations</b> |
|--|------------------|-----------------------------|---------------------------------|
| <b>Public Transportation</b>                 |                  |                             |                                 |
| Telephone IVR System                         | 2003             | 100,000                     | 2,052                           |
| Transit Coach Replacement                    | 2004, 2007a      | 3,310,000                   | 143,263                         |
| Transit Fleet Additions                      | 2005             | 834,000                     | 186,190                         |
| Intermodal Transit Terminal                  | 2006             | 11,406,000                  | 8,786,427                       |
| 5 - 24 Passenger Buses                       | 2008             | 700,000                     | 668,924                         |
| Maintenance/Storage Facilities Renovations   | 2008             | 375,000                     | 95,497                          |
| Building Renovations                         | 2008             | 175,000                     | 1,101                           |
| Purchase of 4 Hybrid Electric Buses          | 2009, 2009a      | 3,651,619                   | 3,651,619                       |
|  |                  | <u>20,551,619</u>           | <u>13,535,073</u>               |
| <b>Public Works</b>                          |                  |                             |                                 |
| Federal EPA Oil Spill Compliance             | 2004             | 175,000                     | 14                              |
| COB - Parking Area Repairs - Design Phase    | 2005, 2006a      | 456,000                     | 455,706                         |
| New/Reconstruction Of Justice Building       | 2006, 2007a      | 17,154,818                  | 27,974                          |
| Watershed Annual Maintenance                 | 2006             | 75,000                      | 70,520                          |
| Watershed Annual Maintenance                 | 2007             | 75,000                      | 30,988                          |
| County Office Building - Parking Area        | 2007             | 4,600,000                   | 4,600,000                       |
| Petroleum Bulk Storage Regulation Compliance | 2007             | 100,000                     | 79,483                          |
| Public Safety Facility Repairs/Renovations   | 2007             | 50,000                      | 3,211                           |
| Upgrade Watershed Dam 23 (Savin-2)           | 2008             | 1,000,000                   | 1,000,000                       |
| Watershed Regulatory Compliance Part 1       | 2008             | 150,000                     | 5,000                           |
| County Buildings Renovations                 | 2008             | 150,000                     | 118,036                         |
| Petroleum Bulk Storage                       | 2008             | 250,000                     | 250,000                         |
| Public Safety Facility Repairs/Renovations   | 2008             | 75,000                      | 40,433                          |
| Systematic Roof Replacement At County        | 2008 (2)         | 100,000                     | 0                               |
| Replace Oil-water Separator at Fleet         | 2009             | 70,000                      | 70,000                          |
| External Building Repairs - Front Street     | 2009             | 50,000                      | 50,000                          |
|  |                  | <u>24,530,818</u>           | <u>6,801,365</u>                |



## Schedule H

**Authorized Capital Projects**  
Open as of June 12, 2009

|  | <u>CIP Year*</u> | <u>Total Appropriations</u> | <u>Available Appropriations</u> |
|--|------------------|-----------------------------|---------------------------------|
| Road Machinery                             |                  |                             |                                 |
| Highway Equipment Replacement              | 2007             | 350,000                     | 3,507                           |
| Highway Equipment Replacement              | 2008             | 915,000                     | 18                              |
|  |                  | <u>1,265,000</u>            | <u>3,525</u>                    |
| Sheriff                                    |                  |                             |                                 |
| Vehicle Replacement                        | 2009             | 200,000                     | 1,963                           |
| Social Services                            |                  |                             |                                 |
| Electronic Document Management System      | 2005             | 470,000                     | 110,931                         |
| Solid Waste                                |                  |                             |                                 |
| Landfill Property Acquisition              | 1996             | 734,000                     | 101,130                         |
| Landfill New Construction                  | 2001             | 9,088,000                   | 444,051                         |
| Partial Landfill Closure II & III          | 2002             | 3,559,600                   | 1,471,614                       |
| Landfill Maintenance Building Modification | 2005             | 50,000                      | 41,569                          |
| Leachate Treatment Plant Outfall           | 2006             | 3,080,000                   | 2,919,836                       |
| Colesville Landfill Remediation (Part 2)   | 2008             | 100,000                     | 99,651                          |
| Design Section III Closure                 | 2008             | 275,000                     | 275,000                         |
| Landfill Rain Cap - Section IV             | 2008             | 200,000                     | 200,000                         |
| Scale House Road and Facility              | 2008             | 2,000,000                   | 1,290,200                       |
| Solid Waste Management Plan Update         | 2008             | 250,000                     | 8,641                           |
| Landfill Road Reconstruction               | 2008             | 2,500,000                   | 2,500,000                       |
| Colesville Landfill Remediation (Part 2)   | 2009             | 225,000                     | 225,000                         |
| Construction of Section II & III Closure   | 2009             | 2,000,000                   | 2,000,000                       |
| Landfill Equipment                         | 2009             | 1,354,000                   | 1,354,000                       |
|  |                  | <u>25,415,600</u>           | <u>12,930,692</u>               |

**Schedule H**

**Authorized Capital Projects**  
Open as of June 12, 2009

|                                      | <u>CIP Year*</u> | <u>Total Appropriations</u> | <u>Available Appropriations</u> |
|--------------------------------------|------------------|-----------------------------|---------------------------------|
| Willow Point Nursing Facility        |                  |                             |                                 |
| WPNF Resident Room Renovation        | 1996,96a         | 2,805,000                   | 255,813                         |
| WPNH Building Feasibility Study      | 2001             | 158,000                     | 16,804                          |
| WPNH Generator Replacement           | 2004             | 150,000                     | 47,711                          |
| Bathing Toileting Suite Renovations  | 2005             | 250,000                     | 184,607                         |
| Nurses Stations Renovations          | 2005             | 150,000                     | 50,689                          |
| Med. Room Renovation                 | 2005             | 150,000                     | 146,373                         |
| New 380 Bed Facility                 | 2006             | 55,933,113                  | 55,918,508                      |
| New Electrical Beds                  | 2006             | 250,000                     | 64,291                          |
| Resident Contained Smoking Area      | 2006             | 100,000                     | 39,044                          |
| HVAC Repairs                         | 2008             | 125,000                     | 7,500                           |
| Kiosk Stations                       | 2008             | 80,000                      | 80,000                          |
| WPNH Renovations And Repairs         | 2008             | 195,000                     | 26,497                          |
| HVAC Replacement/Repairs             | 2009             | 125,000                     | 125,000                         |
| Therapy Module - Software & Hardware | 2009             | 26,930                      | 26,930                          |
| Building Improvements                | 2009             | 92,000                      | 92,000                          |
|                                      |                  | <u>60,590,043</u>           | <u>57,081,767</u>               |

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

1 - Project had \$15,828.25 of outstanding retainage as of June 12, 2009.

2 - Project had \$41,397 of encumbrances as of June 12, 2009.

**Schedule I****DEBT STATEMENT SUMMARY**

Summary of Indebtedness, Debt Limit and Net Debt - Contracting Margin, as of 06/12/09.

|  |            |                       |
|--|------------|-----------------------|
| Five-Year Average Full Valuation                   |            | \$ 7,125,467,595      |
| Debt Limit - 7% thereof                            |            | 498,782,732           |
| Bonds  | 47,696,100 |                       |
| Bond Anticipation Notes                            | 44,630,000 |                       |
| Certificates of Participation                      | 16,145,000 |                       |
| Total Net Indebtedness Subject to Debt Limit       |            | 108,471,100           |
| Net Debt-Contracting Margin                        |            | <u>\$ 390,311,632</u> |
| The percent of debt contracting power exhausted is |            | <u>21.75%</u>         |

Note: Certificates of Participation are included but are not mandatory in the calculation of the margin.

Schedule 1

Community College Debt Liability and Payment History  
By Year, Issue and Project

|   | January 1<br>Begin Liab<br>Prin Bal | Pay Date<br>Principal<br>Payment | Pay Date<br>1st<br>Int Pay | Pay Date<br>2nd<br>Int Pay | December 31<br>End Liab<br>Prin Bal |
|---|-------------------------------------|----------------------------------|----------------------------|----------------------------|-------------------------------------|
| <b>2009</b>   |                                     |                                  |                            |                            |                                     |
| 2002 Issue (Matures 2019)                                 |                                     | 03/01                            | 03/01                      | 09/01                      |                                     |
| Student Activities/Athletic Facility                      | \$ 2,637,798                        | \$ 193,956                       | \$ 58,475                  | \$ 54,596                  | \$ 2,443,842                        |
| Total 2002 Issue  | 2,637,798                           | 193,956                          | 58,475                     | 54,596                     | 2,443,842                           |
| 2005 Issue (Matures 2017)                                 |                                     | 04/15                            | 04/15                      | 10/15                      |                                     |
| Student Activities/Athletic Facility                      | \$ 280,821                          | \$ 26,244                        | \$ 5,381                   | \$ 4,905                   | \$ 254,577                          |
| Roof Replacement Phase I                                  | 264,634                             | 24,731                           | 5,071                      | 4,622                      | 239,903                             |
| Original Boiler Replacement Phase I                       | 168,558                             | 15,752                           | 3,230                      | 2,944                      | 152,806                             |
| Total 2005 Issue  | 714,013                             | 66,727                           | 13,682                     | 12,471                     | 647,286                             |
| <b>Total Serial Bonds</b>                                 | <b>\$ 3,351,811</b>                 | <b>\$ 260,683</b>                | <b>\$ 72,157</b>           | <b>\$ 67,067</b>           | <b>\$ 3,091,128</b>                 |
| 04/08 Bond Anticipation Note (Matures 04/09)*             |                                     |                                  |                            |                            |                                     |
| Technology Initiative                                     | \$ 214,200                          | \$ 71,400                        | \$ 6,149                   |                            | \$ 142,800                          |
| Update Master Plan  | 78,210                              | 26,070                           | 2,245                      |                            | 52,140                              |
| Wales Building Renovation                                 | 159,098                             | 6,917                            | 4,568                      |                            | 152,181                             |
| Original Boiler Replacement Phase II                      | 84,000                              | 9,333                            | 2,412                      |                            | 74,667                              |
| Feasibility Study   | 50,000                              | 10,000                           | 1,435                      |                            | 40,000                              |
| Energy Management Improvements                            | 207,000                             | 41,400                           | 5,943                      |                            | 165,600                             |
| West Gym Bleachers  | 260,000                             | 52,000                           | 7,464                      |                            | 208,000                             |
| <b>Total Bond Anticipation Notes</b>                      | <b>\$ 1,052,508</b>                 | <b>\$ 217,120</b>                | <b>\$ 30,216</b>           | <b>\$ -</b>                | <b>\$ 835,388</b>                   |
| <b>Total Serial Bonds and Bond<br/>Anticipation Notes</b> | <b>\$ 4,404,319</b>                 | <b>\$ 477,803</b>                | <b>\$ 102,372</b>          | <b>\$ 67,067</b>           | <b>\$ 3,926,516</b>                 |

\* April 2008 BAN amounts represent current short-term borrowing.  
There is no estimate made of additional need for borrowing, for these or other projects.

## Schedule 1

**Community College Debt Liability and Payment History  
By Year, Issue and Project**

|   | January 1<br>Begin Liab<br>Prin Bal | Pay Date<br>Principal<br>Payment | Pay Date<br>1st<br>Int Pay | Pay Date<br>2nd<br>Int Pay | December 31<br>End Liab<br>Prin Bal |
|---|-------------------------------------|----------------------------------|----------------------------|----------------------------|-------------------------------------|
| <b>2010</b>   |                                     |                                  |                            |                            |                                     |
| 2002 Issue (Matures 2019)                             |                                     | 03/01                            | 03/01                      | 09/01                      |                                     |
| Student Activities/Athletic Facility                  | \$ 2,443,842                        | \$ 201,372                       | \$ 54,596                  | \$ 50,568                  | \$ 2,242,470                        |
| Total 2002 Issue                                      | 2,443,842                           | 201,372                          | 54,596                     | 50,568                     | 2,242,470                           |
| 2005 Issue (Matures 2017)                             |                                     | 04/15                            | 04/15                      | 10/15                      |                                     |
| Student Activities/Athletic Facility                  | \$ 254,577                          | \$ 27,348                        | \$ 4,905                   | \$ 4,392                   | \$ 227,229                          |
| Roof Replacement Phase I                              | 239,903                             | 25,772                           | 4,622                      | 4,139                      | 214,131                             |
| Original Boiler Replacement Phase I                   | 152,806                             | 16,415                           | 2,944                      | 2,636                      | 136,391                             |
| Total 2005 Issue                                      | 647,286                             | 69,535                           | 12,472                     | 11,168                     | 577,751                             |
| <b>Total Serial Bonds</b>                             | <b>\$ 3,091,128</b>                 | <b>\$ 270,907</b>                | <b>\$ 67,068</b>           | <b>\$ 61,736</b>           | <b>\$ 2,820,221</b>                 |
| 04/09 Bond Anticipation Note (Matures 04/10)*         |                                     |                                  |                            |                            |                                     |
| Technology Initiative                                 | \$ 89,433                           | \$ 44,717                        | \$ 2,012                   |                            | \$ 44,716                           |
| Update Master Plan                                    | 14,748                              | 7,374                            | 332                        |                            | 7,374                               |
| Wales Building Renovation                             | 148,107                             | 6,732                            | 3,332                      |                            | 141,375                             |
| Original Boiler Replacement Phase II                  | 74,667                              | 9,333                            | 1,680                      |                            | 65,334                              |
| Feasibility Study                                     | 40,000                              | 10,000                           | 900                        |                            | 30,000                              |
| Energy Management Improvements                        | 165,600                             | 41,400                           | 3,726                      |                            | 124,200                             |
| Roof Replacement Phase II                             | 60,000                              | 4,000                            | 1,350                      |                            | 56,000                              |
| West Gym Bleachers                                    | 208,000                             | 52,000                           | 4,680                      |                            | 156,000                             |
| Roadway and Lot Upgrades                              | 85,000                              | 8,500                            | 1,913                      |                            | 76,500                              |
| Science Building                                      | 311,000                             | 12,440                           | 6,998                      |                            | 298,560                             |
| <b>Total Bond Anticipation Notes</b>                  | <b>\$ 1,196,555</b>                 | <b>\$ 196,496</b>                | <b>\$ 26,922</b>           | <b>\$ -</b>                | <b>\$ 1,000,059</b>                 |
| <b>Total Serial Bonds and Bond Anticipation Notes</b> | <b>\$ 4,287,683</b>                 | <b>\$ 467,403</b>                | <b>\$ 93,990</b>           | <b>\$ 61,736</b>           | <b>\$ 3,820,280</b>                 |

\* April 2009 BAN amounts represent current short-term borrowing.  
There is no estimate made of additional need for borrowing, for these or other projects.

**Schedule 2**

**Community College Debt Liability and Payment Schedule  
By Fiscal Year, Issue and Project**

BCC Fiscal Year: September 1 - August 31

|   | September 1<br>Begin Liab<br>Prin Bal | Fall<br>Pay Date<br>1st Int Pay | Spring<br>Pay Date<br>Principal<br>Payment | Spring<br>Pay Date<br>2nd Int Pay | August 31<br>End Liab<br>Prin Bal |
|---|---------------------------------------|---------------------------------|--|-----------------------------------|-----------------------------------|
| <b>2008-2009</b>                                      |                                       |                                 |  |                                   |                                   |
|   |                                       | 09/01                           | 03/01                                      | 03/01                             |                                   |
| 2002 Issue (Matures 2019)                             |                                       |                                 |  |                                   |                                   |
| Student Activities/Athletic Facility                  | \$ 2,637,798                          | \$ 58,475                       | \$ 193,956                                 | \$ 58,475                         | \$ 2,443,842                      |
| Total 2002 Issue                                      | <u>2,637,798</u>                      | <u>58,475</u>                   | <u>193,956</u>                             | <u>58,475</u>                     | <u>2,443,842</u>                  |
|   |                                       | 10/15                           | 04/15                                      | 04/15                             |                                   |
| 2005 Issue (Matures 2017)                             |                                       |                                 |  |                                   |                                   |
| Student Activities/Athletic Facility                  | \$ 280,821                            | \$ 5,381                        | \$ 26,244                                  | \$ 5,381                          | \$ 254,577                        |
| Roof Replacement Phase I                              | 264,634                               | 5,071                           | 24,731                                     | 5,071                             | 239,903                           |
| Original Boiler Replacement Phase I                   | 168,558                               | 3,230                           | 15,752                                     | 3,230                             | 152,806                           |
| Total 2005 Issue                                      | <u>714,013</u>                        | <u>13,682</u>                   | <u>66,727</u>                              | <u>13,682</u>                     | <u>647,286</u>                    |
| <b>Total Serial Bonds</b>                             | <u><u>\$ 3,351,811</u></u>            | <u><u>\$ 72,157</u></u>         | <u><u>\$ 260,683</u></u>                   | <u><u>\$ 72,157</u></u>           | <u><u>\$ 3,091,128</u></u>        |
| <b>04/08 Bond Anticipation Note (Matures 04/09) *</b> |                                       |                                 | 04/17/09                                   | 04/17/09                          |                                   |
| Technology Initiative                                 | \$ 214,200                            |                                 | \$ 71,400                                  | \$ 6,149                          | \$ 142,800                        |
| Update Master Plan                                    | 78,210                                |                                 | 26,070                                     | 2,245                             | 52,140                            |
| Wales Building Renovation                             | 159,098                               |                                 | 6,917                                      | 4,568                             | 152,181                           |
| Original Boiler Replacement Phase II                  | 84,000                                |                                 | 9,333                                      | 2,412                             | 74,667                            |
| Feasibility Study                                     | 50,000                                |                                 | 10,000                                     | 1,435                             | 40,000                            |
| Energy Management Improvements                        | 207,000                               |                                 | 41,400                                     | 5,943                             | 165,600                           |
| West Gym Bleachers                                    | 260,000                               |                                 | 52,000                                     | 7,464                             | 208,000                           |
| <b>Total Bond Anticipation Notes</b>                  | <u><u>\$ 1,052,508</u></u>            |                                 | <u><u>\$ 217,120</u></u>                   | <u><u>\$ 30,216</u></u>           | <u><u>\$ 835,388</u></u>          |
| <b>Total Serial Bonds and Bond Anticipation Notes</b> | <u><u>\$ 4,404,319</u></u>            | <u><u>\$ 72,157</u></u>         | <u><u>\$ 477,803</u></u>                   | <u><u>\$ 102,373</u></u>          | <u><u>\$ 3,926,516</u></u>        |

\*April 2008 BAN amounts represent current short-term borrowing.

There is no estimate made of additional need for borrowing, for these or other projects.

## Schedule 2

**Community College Debt Liability and Payment Schedule  
By Fiscal Year, Issue and Project**

BCC Fiscal Year: September 1 - August 31

|   | September 1<br>Begin Liab<br>Prin Bal | Fall<br>Pay Date<br>1st Int Pay | Spring<br>Pay Date<br>Principal<br>Payment | Spring<br>Pay Date<br>2nd Int Pay | August 31<br>End Liab<br>Prin Bal |
|---|---------------------------------------|---------------------------------|--|-----------------------------------|-----------------------------------|
| <b>2009-2010</b>  |                                       |                                 |  |                                   |                                   |
|   |                                       | 09/01                           | 03/01                                      | 03/01                             |                                   |
| 2002 Issue (Matures 2019)                                 |                                       |                                 |  |                                   |                                   |
| Student Activities/Athletic Facility                      | \$ 2,443,842                          | \$ 54,596                       | \$ 201,372                                 | \$ 54,596                         | \$ 2,242,470                      |
| Total 2002 Issue  | 2,443,842                             | 54,596                          | 201,372                                    | 54,596                            | 2,242,470                         |
|   |                                       | 10/15                           | 04/15                                      | 04/15                             |                                   |
| 2005 Issue (Matures 2017)                                 |                                       |                                 |  |                                   |                                   |
| Student Activities/Athletic Facility                      | \$ 254,577                            | \$ 4,905                        | \$ 27,348                                  | \$ 4,905                          | \$ 227,229                        |
| Roof Replacement Phase I                                  | 239,903                               | 4,622                           | 25,772                                     | 4,622                             | 214,131                           |
| Original Boiler Replacement Phase I                       | 152,806                               | 2,944                           | 16,415                                     | 2,944                             | 136,391                           |
| Total 2005 Issue  | 647,286                               | 12,472                          | 69,535                                     | 12,472                            | 577,751                           |
| <b>Total Serial Bonds</b>                                 | <b>\$ 3,091,128</b>                   | <b>\$ 67,068</b>                | <b>\$ 270,907</b>                          | <b>\$ 67,068</b>                  | <b>\$ 2,820,221</b>               |
| <b>04/09 Bond Anticipation Note (Matures 04/10) *</b>     |                                       |                                 | 04/16/10                                   | 04/16/10                          |                                   |
| Technology Initiative                                     | \$ 89,433                             |                                 | \$ 44,717                                  | \$ 2,012                          | \$ 44,716                         |
| Update Master Plan  | 14,748                                |                                 | 7,374                                      | 332                               | 7,374                             |
| Wales Building Renovation                                 | 148,107                               |                                 | 6,732                                      | 3,332                             | 141,375                           |
| Original Boiler Replacement Phase II                      | 74,667                                |                                 | 9,333                                      | 1,680                             | 65,334                            |
| Feasibility Study   | 40,000                                |                                 | 10,000                                     | 900                               | 30,000                            |
| Energy Management Improvements                            | 165,600                               |                                 | 41,400                                     | 3,726                             | 124,200                           |
| Roof Replacement Phase II                                 | 60,000                                |                                 | 4,000                                      | 1,350                             | 56,000                            |
| West Gym Bleachers  | 208,000                               |                                 | 52,000                                     | 4,680                             | 156,000                           |
| Roadway and Lot Upgrades                                  | 85,000                                |                                 | 8,500                                      | 1,913                             | 76,500                            |
| Science Building  | 311,000                               |                                 | 12,440                                     | 6,998                             | 298,560                           |
| <b>Total Bond Anticipation Notes</b>                      | <b>\$ 1,196,555</b>                   |                                 | <b>\$ 196,496</b>                          | <b>\$ 26,922</b>                  | <b>\$ 1,000,059</b>               |
| <b>Total Serial Bonds and Bond<br/>Anticipation Notes</b> | <b>\$ 4,287,683</b>                   | <b>\$ 67,068</b>                | <b>\$ 467,403</b>                          | <b>\$ 93,991</b>                  | <b>\$ 3,820,280</b>               |

\*April 2009 BAN amounts represent current short-term borrowing.

There is no estimate made of additional need for borrowing, for these or other projects.

**Schedule 3**

**Statement of Community College  
Authorized and Unborrowed Debt**  
For Community College projects open as of June 12, 2009

**Serial Bonds and Bond Anticipation Notes**

|                                      | Authorizing<br>Resolution | Total Debt<br>Authorized | Debt<br>Unborrowed  |
|--------------------------------------|---------------------------|--------------------------|---------------------|
| Original Boiler Replacement Phase II | 07-46                     | 540,000                  | 451,000             |
| Roof Replacement Phase II            | 07-816                    | 621,000                  | 561,000             |
| Roof Replacement III                 | 08-744                    | 600,000                  | 289,000             |
| Science Building                     | 08-744                    | 21,000,000               | 21,000,000          |
| Alms Building Demolition             | 09-164                    | 350,000                  | 350,000             |
|                                      |                           | <b>\$23,111,000</b>      | <b>\$22,651,000</b> |



## Schedule 4

**Community College Authorized Capital Projects**  
Open as of June 12, 2009

|                                      | <u>CIP<br/>Year</u> | <u>Total<br/>Appropriations</u> | <u>Available<br/>Appropriations<br/>as of 06/12/09</u> |
|--------------------------------------|---------------------|---------------------------------|--|
| Health Science Building              | 1992                | 10,000,000                      | 74,460   |
| Roof Replacement - BCC               | 2002                | 408,000                         | 67,452   |
| Original Boiler Replacement Phase I  | 2005                | 415,800                         | 2,800  |
| Technology Initiative                | 2006                | 315,000                         | 46,632   |
| Update Master Plan                   | 2006                | 250,000                         | 21,024   |
| Wales Building Renovation            | 2006                | 400,000                         | 171,024  |
| Original Boiler Replacement Phase II | 2007                | 540,000                         | 478,012  |
| Feasibility Study                    | 2007                | 50,000                          | 50,000   |
| Energy Management Improvements       | 2008                | 207,000                         | 207,000  |
| Roof Replacement                     | 2008                | 621,000                         | 621,000  |
| West Gym Bleachers                   | 2008                | 260,000                         | 260,000  |
| Roadway and Lot Upgrades             | 2009                | 85,000                          | 85,000   |
| Roof Replacement III                 | 2009                | 600,000                         | 600,000  |
| Science Building                     | 2009                | 21,000,000                      | 21,000,000   |
| Alms Building Demolition             | 2009                | 350,000                         | 350,000  |
| <b>Total</b>                         |                     | <u><u>\$ 35,501,800</u></u>     | <u><u>\$ 24,034,404</u></u>                            |

## SUPPLEMENTARY INFORMATION

| <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                 | 509                | Arena                             | 530                |
| Personnel Summary                 | 512                | Forum                             | 531                |
| Financial Summaries               | 515                | Parks                             | 532                |
| Historical Tax Levy/Rate          | 524                | En-Joie Golf                      | 533                |
| Property Tax Levy By Municipality | 526                | Tax Collection                    | 534                |
| Property Tax Exemption Summary    | 528                | County Clerk                      | 535                |
|                                   |                    | Common DMV                        | 536                |
|                                   |                    | Health Department                 | 537                |
|                                   |                    | Landfill Tip Fee                  | 540                |
|                                   |                    | Mental Health                     | 541                |
|                                   |                    | Office For Aging                  | 542                |
|                                   |                    | Planning (Mapping & Data)         | 543                |
|                                   |                    | Sheriff                           | 544                |
|                                   |                    | Weights & Measures                | 545                |
|                                   |                    | Miscellaneous                     | 546                |
|                                   |                    | Greater Binghamton Airport        |                    |
|                                   |                    | Willow Point Nursing Home         |                    |
|                                   |                    | Dog Shelter                       |                    |
|                                   |                    | Civil Service Exam                |                    |
|                                   |                    | Real Property                     |                    |
|                                   |                    | Legislature                       |                    |
|                                   |                    | Library                           |                    |
|                                   |                    | Public Transportation             |                    |
|                                   |                    | Public Defender                   |                    |
|                                   |                    | 911 Emergency Services            |                    |

## **PERSONNEL CHANGES**

# **ADOPTED PERSONNEL CHANGES**

| #  | Department/Division | Index Code | Sub-Object | Title                                 | Grade/ Union | Action  | Reason         | Savings   |
|----|---------------------|------------|------------|---------------------------------------|--------------|---|----------------|-----------|
| 1  | Law                 | 390005     | 1000 (FT)  | 1 Keyboard Specialist                 | 9 Admin      | Downgrade<br>6/1/10 FT to<br>PT                 | Create Savings | \$ 22,737 |
| 2  | Personnel           | 400002     | 1500 (PT)  | 1 Clerk                               | 7 Admin      | Unfund 2010                                     | Create Savings | \$ 13,478 |
| 3  | Planning            | 440016     | 1000 (FT)  | 1 Environmental Analyst               | 14 CSEA      | Unfund 2010                                     | Create Savings | \$ 49,077 |
| 4  | Planning            | 440016     | 1000 (FT)  | 1 Director of Economic<br>Development | H Admin      | Abolish   | Create Savings | \$ 98,550 |
| 5  | DPW B&G/Fleet       | 030031     | 1000 (FT)  | 1 Stationary Engineer                 | AFSCME       | Unfund 2010                                     | Create Savings | \$ 64,062 |
| 6  | Library             | 841007     | 1000 (FT)  | 1 Library Assistant                   | 13 CSEA      | Abolish   | Create Savings | \$ 47,383 |
| 7  | Library             | 841007     | 1000 (FT)  | 2 Library Clerks                      | 6 CSEA       | Abolish   | Create Savings | \$ 73,128 |
| 8  | Probation           | 280024     | 1000 (FT)  | 1 Keyboard Specialist                 | 8 CSEA       | Unfund 2010                                     | Create Savings | \$ 37,092 |
| 9  | Public Defender     | 530006     | 1000 (FT)  | Asst. Public Defender II              | AT-2         | Downgrade to<br>Asst PD I                       | Create Savings | \$ 5,658  |
| 10 | Youth Bureau        | 640011     | 1000 (FT)  | 1 Youth Services Specialist           | 18 CSEA      | Abolish   | Create Savings | \$ 79,527 |
| 11 | Youth Bureau        | 640011     | 1500 (PT)  | 1 Sr. Account Clerk Typist            | 9 CSEA       | Abolish   | Create Savings | \$ 15,000 |
| 12 | WPNH                | 160028     | 1500 (PT)  | 2 Clerks                              | 6 CSEA       | Abolish to<br>create 1 FT<br>Personnel<br>Clerk | For efficiency |           |
| 13 | WPNH                | 160085     | 1500 (PT)  | 17 Cert. Nursing Assistants           | 6 CSEA       | Abolish   | Create Savings | \$304,297 |
| 14 | WPNH                | 160028     | 1000 (FT)  | 1 Nursing Home Compliance<br>Officer  | 20 BAPA      | Abolish   | Create Savings | \$ 70,137 |
| 15 | WPNH                | 160085     | 1000 (FT)  | 4 Rehabilitation Aides                | 7 CSEA       | Abolish   | Create Savings | \$218,158 |
| 16 | WPNH                | 160184     | 1000 (FT)  | 1 Social Worker Assistant             | 14 CSEA      | Abolish   | Create Savings | \$ 47,582 |
| 17 | WPNH                | 160077     | 1000 (FT)  | 1 Supervising Nurse II                | 16 BAPA      | Abolish   | Change Title   |           |
| 18 | WPNH                | 160077     | 1000 (FT)  | 1 MDS Coordinator                     | 18 BAPA      | Create  | New Title      | \$ 3,961  |
| 19 | Sheriff             | 450023     | 1000 (FT)  | 1 Corrections Officer                 | AFSCME       | Unfund 2010                                     | Create Savings | \$ 77,044 |

| #  | Department/Division | Index Code | Sub-Object | Title                               | Grade/ Union | Action  | Reason              | Savings   |
|----|---------------------|------------|------------|-------------------------------------|--------------|---|---------------------|-----------|
| 20 | Sheriff             | 450049     | 1000 (FT)  | 1 Deputy Sheriff Lieutenant         | AFSCME       | Downgrade to Deputy Sheriff Sergeant              | Create Savings      | \$ 5,099  |
| 21 | Security            | 030080     | 1500 (PT)  | 4 Security Officer I                | 7 CSEA       | Abolish   | Create Savings      | \$64,796  |
| 22 | Security            | 030080     | 1000 (FT)  | 5 Security Officer II               | 12 CSEA      | Create  | 2 GHJB 3 Intermodal |           |
| 23 | Security            | 030080     | 1000 (FT)  | 1 Security Supervisor               | 18 BAPA      | Create  | GHJB                |           |
| 24 | DPW B&G             | 030031     | 1500 (PT)  | 3 Custodial Workers                 | AFSCME       | Create  | GHJB & Intermodal   |           |
| 25 | Mental Health       | 470013     | 1000 (FT)  | 1 Sr. Account Clerk                 | 9 CSEA       | Downgrade to Clerk 6 CSEA                         | Create Savings      | \$ 44,290 |
| 26 | Emergency Services  | 460006     | 1000 (FT)  | 1 Sr. Emergency Services Dispatcher | 18 BAPA      | Shift to 911 460097                               | Create Savings      | \$ 81,245 |
| 27 | IT                  | 370007     | 1000 (FT)  | 1 Sr. Computer Operator             | 16 CSEA      | Abolish   | Create Savings      | \$ 62,291 |
| 28 | CASA                | 680033     | 1000 (FT)  | 1 Public Health Nurse               | 17 CSEA      | Unfund 2010                                       | Create Savings      | \$ 59,416 |
| 29 | Aviation            | 210203     | 1000 (FT)  | 1 Airport Operations Specialist     | 15 CSEA      | Downgrade to Airport Maintenance Mechanic 11 CSEA | Create Savings      | \$ 18,000 |
| 30 | WPNH                | 160226     | 1000 (FT)  | 1 Physical Therapy Assistant        | 13 CSEA      | Create  | Program Efficiency  | \$ 56,920 |

## **PERSONNEL SUMMARY**

## 2010 PERSONNEL SERVICES SUMMARY

|  | 2008 Actuals |              | Current Thru<br>September 1, 2009 |              | 2010 Requested |              | 2010 Recommended |              | 2010 Adopted |              |
|--|--------------|--------------|-----------------------------------|--------------|----------------|--------------|------------------|--------------|--------------|--------------|
|  | FULL<br>TIME | PART<br>TIME | FULL<br>TIME                      | PART<br>TIME | FULL<br>TIME   | PART<br>TIME | FULL<br>TIME     | PART<br>TIME | FULL<br>TIME | PART<br>TIME |
| <b>GENERAL FUND</b>                      |              |              |                                   |              |                |              |                  |              |              |              |
| LEGISLATURE                              | 4            | 19           | 4                                 | 19           | 4              | 19           | 4                | 19           | 4            | 19           |
| EXECUTIVE                                | 9            | 0            | 10                                | 0            | 10             | 0            | 10               | 0            | 10           | 0            |
| COUNTY CLERK                             | 30           | 10           | 30                                | 11           | 30             | 11           | 30               | 11           | 30           | 11           |
| DISTRICT ATTORNEY                        | 29           | 0            | 29                                | 0            | 29             | 0            | 29               | 0            | 29           | 0            |
| AUDIT AND CONTROL                        | 11           | 1            | 11                                | 1            | 11             | 1            | 11               | 1            | 11           | 1            |
| CORONERS                                 | 0            | 4            | 0                                 | 4            | 0              | 4            | 0                | 4            | 0            | 4            |
| ELECTIONS                                | 6            | 2            | 6                                 | 2            | 6              | 2            | 6                | 2            | 6            | 2            |
| FINANCE                                  | 13           | 0            | 13                                | 0            | 13             | 0            | 13               | 0            | 13           | 0            |
| INFORMATION TECHNOLOGY                   | 36           | 1            | 36                                | 1            | 36             | 1            | 35               | 1            | 35           | 1            |
| LAW (County Attorney)                    | 22           | 0            | 23                                | 0            | 23             | 0            | 23               | 0            | 23           | 0            |
| PERSONNEL                                | 13           | 1            | 13                                | 1            | 13             | 1            | 13               | 1            | 13           | 1            |
| PUBLIC DEFENDER                          | 21           | 0            | 21                                | 0            | 21             | 0            | 21               | 0            | 21           | 0            |
| PUBLIC WORKS(including Security)         | 101          | 11           | 101                               | 11           | 111            | 12           | 107              | 10           | 107          | 10           |
| PURCHASING                               | 5            | 0            | 5                                 | 0            | 5              | 0            | 5                | 0            | 5            | 0            |
| REAL PROPERTY TAX SERVICES               | 10           | 0            | 10                                | 0            | 10             | 0            | 10               | 0            | 10           | 0            |
| SHERIFF                                  | 237          | 2            | 237                               | 2            | 249            | 2            | 237              | 2            | 237          | 2            |
| EMERGENCY SERVICES                       | 46           | 0            | 47                                | 0            | 47             | 0            | 47               | 0            | 47           | 0            |
| PROBATION                                | 51           | 2            | 51                                | 1            | 51             | 1            | 51               | 1            | 51           | 1            |
| STOP DWI                                 | 3            | 0            | 3                                 | 0            | 3              | 0            | 3                | 0            | 3            | 0            |
| HEALTH                                   | 57           | 16           | 57                                | 17           | 57             | 17           | 57               | 17           | 57           | 17           |
| MENTAL HEALTH                            | 39           | 16           | 39                                | 16           | 39             | 16           | 39               | 16           | 39           | 16           |
| AGING, OFFICE FOR THE (OFA)              | 9            | 1            | 9                                 | 1            | 9              | 1            | 9                | 1            | 9            | 1            |
| COMMUNITY ALTERNATIVE SYS. AGENCY (CASA) | 26           | 1            | 27                                | 1            | 27             | 1            | 27               | 1            | 27           | 1            |
| SOCIAL SERVICES                          | 273          | 2            | 279                               | 2            | 279            | 2            | 279              | 2            | 279          | 2            |
| VETERANS' SERVICES                       | 2            | 0            | 2                                 | 0            | 2              | 0            | 2                | 0            | 2            | 0            |
| PLANNING & ECONOMIC DEVELOPMENT          | 10           | 0            | 10                                | 0            | 10             | 0            | 9                | 0            | 9            | 0            |
| PARKS & RECREATION                       | 38           | 0            | 35                                | 0            | 35             | 0            | 35               | 0            | 35           | 0            |
| YOUTH BUREAU                             | 2            | 1            | 2                                 | 1            | 2              | 1            | 1                | 0            | 1            | 0            |
| <b>General Fund Total</b>                | <b>1,103</b> | <b>90</b>    | <b>1,110</b>                      | <b>91</b>    | <b>1,132</b>   | <b>92</b>    | <b>1,113</b>     | <b>89</b>    | <b>1,113</b> | <b>89</b>    |

**2010 PERSONNEL SERVICES SUMMARY**

|   | 2008 Actuals |              | Current Thru<br>September 1, 2009 |              | 2010 Requested |              | 2010 Recommended |              | 2010 Adopted |              |
|---|--------------|--------------|-----------------------------------|--------------|----------------|--------------|------------------|--------------|--------------|--------------|
|   | FULL<br>TIME | PART<br>TIME | FULL<br>TIME                      | PART<br>TIME | FULL<br>TIME   | PART<br>TIME | FULL<br>TIME     | PART<br>TIME | FULL<br>TIME | PART<br>TIME |
| <b>ENTERPRISE FUND</b>                  |              |              |                                   |              |                |              |                  |              |              |              |
| AVIATION                                | 24           | 3            | 21                                | 3            | 21             | 3            | 21               | 3            | 21           | 3            |
| PUBLIC TRANSPORTATION (Transit)         | 81           | 29           | 84                                | 27           | 84             | 27           | 84               | 27           | 84           | 27           |
| SOLID WASTE MANAGEMENT                  | 22           | 0            | 22                                | 0            | 22             | 0            | 22               | 0            | 22           | 0            |
| WILLOW POINT NURSING HOME               | 349          | 165          | 350                               | 155          | 352            | 138          | 346              | 136          | 346          | 136          |
| <b>Enterprise Fund Total</b>            | <b>476</b>   | <b>197</b>   | <b>477</b>                        | <b>185</b>   | <b>479</b>     | <b>168</b>   | <b>473</b>       | <b>166</b>   | <b>473</b>   | <b>166</b>   |
| <b>INTERNAL SERVICES FUND</b>           |              |              |                                   |              |                |              |                  |              |              |              |
| EXECUTIVE/CENTRAL FOOD & NUTRITION SVCS | 25           | 22           | 25                                | 21           | 25             | 20           | 25               | 20           | 25           | 20           |
| PUBLIC WORKS/Fleet Management           | 4            | 0            | 4                                 | 0            | 4              | 0            | 4                | 0            | 4            | 0            |
| RISK & INSURANCE                        | 6            | 0            | 6                                 | 0            | 6              | 0            | 6                | 0            | 6            | 0            |
| <b>Internal Services Fund Total</b>     | <b>35</b>    | <b>22</b>    | <b>35</b>                         | <b>21</b>    | <b>35</b>      | <b>20</b>    | <b>35</b>        | <b>20</b>    | <b>35</b>    | <b>20</b>    |
| <b>SPECIAL REVENUE FUND</b>             |              |              |                                   |              |                |              |                  |              |              |              |
| LIBRARY                                 | 30           | 13           | 29                                | 13           | 28             | 13           | 26               | 13           | 26           | 13           |
| PUBLIC WORKS/HIGHWAYS                   | 75           | 0            | 75                                | 0            | 75             | 0            | 75               | 0            | 75           | 0            |
| PARKS & RECREATION/Veterans' Arena      | 6            | 4            | 6                                 | 4            | 6              | 4            | 6                | 4            | 6            | 4            |
| <b>Special Revenue Fund Total</b>       | <b>111</b>   | <b>17</b>    | <b>110</b>                        | <b>17</b>    | <b>109</b>     | <b>17</b>    | <b>107</b>       | <b>17</b>    | <b>107</b>   | <b>17</b>    |
|   | <b>1,725</b> | <b>326</b>   | <b>1,732</b>                      | <b>314</b>   | <b>1,755</b>   | <b>297</b>   | <b>1,728</b>     | <b>292</b>   | <b>1,728</b> | <b>292</b>   |
| Total Head Count                        | 2,051        |              | 2,046                             |              | 2,052          |              | 2,020            |              | 2,020        |              |



## **FINANCIAL SUMMARIES**

REPORT:BP060

BROOME COUNTY GOVERNMENT  
APPROPRIATION BY CHARACTER

TYPE:X EXPENSE

| CHARACTER | CHARACTER TITLE           | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUALS<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|-----------|---------------------------|-----------------|----------------|-----------------------------------|-----------------------------|-------------------------------|---------------------------|
| 10        | PERSONAL SERVICE          | 82,183,778      | 83,603,773     | 51,697,807                        | 86,735,593                  | 84,611,652                    | 84,158,481                |
| 20        | EQUIPMENT AND CAPITAL OUT | 85,554          | 591,824        | 142,656                           | 681,340                     | 461,340                       | 461,340                   |
| 40        | CONTRACTUAL EXPENDITURES  | 174,751,668     | 185,750,295    | 120,439,108                       | 188,991,273                 | 188,847,163                   | 188,826,413               |
| 41        | CHARGEBACK EXPENSES       | 14,145,622      | 17,956,868     | 6,733,086                         | 17,180,878                  | 16,928,607                    | 16,928,607                |
| 42        | DEPRECIATION              | 717,797         |                |                                   |                             |                               |                           |
| 60        | PRINCIPAL ON INDEBTEDNESS | 3,803,773       | 8,952,825      | 5,509,074                         | 10,063,231                  | 10,063,231                    | 10,063,231                |
| 70        | INTEREST ON INDEBTEDNESS  | 4,187,771       | 4,032,409      | 1,772,357                         | 3,761,055                   | 3,761,055                     | 3,761,055                 |
| 80        | EMPLOYEE BENEFITS         | 37,181,349      | 43,374,691     | 25,396,491                        | 44,698,908                  | 43,955,603                    | 43,978,911                |
| 90        | TRANSFERS                 | 16,254,613      | 19,585,715     | 16,295,531                        | 17,541,493                  | 17,426,134                    | 17,420,134                |
| 91        | UNUSED RESIDUAL EQUITY    | 5,324           |                |                                   |                             |                               |                           |
|           |                           | -----           | -----          | -----                             | -----                       | -----                         | -----                     |
|           |                           | 333,317,249     | 363,848,400    | 227,986,110                       | 369,653,771                 | 366,054,785                   | 365,598,172               |

REPORT:BP160

BROOME COUNTY GOVERNMENT  
REVENUE BY CHARACTER

TYPE:R REVENUE

| CHARACTER | CHARACTER TITLE           | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUALS<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|-----------|---------------------------|-----------------|----------------|-----------------------------------|-----------------------------|-------------------------------|---------------------------|
| 01        | TAX ITEMS                 | 133,642,403     | 138,780,086    | 97,831,545                        | 137,630,020                 | 137,630,020                   | 137,365,838               |
| 02        | DEPARTMENTAL INCOME       | 104,129,221     | 116,296,642    | 63,007,274                        | 118,185,983                 | 117,979,004                   | 117,979,004               |
| 03        | USE OF MONEY AND PROPERTY | 1,640,916       | 2,214,245      | 353,800                           | 1,579,290                   | 1,579,290                     | 1,379,290                 |
| 04        | LICENSES AND PERMITS      | 20,101          | 34,970         | 40,454                            | 39,020                      | 39,020                        | 39,020                    |
| 05        | FINES AND FORFEITURES     | 435,956         | 465,700        | 167,573                           | 464,500                     | 464,500                       | 464,500                   |
| 06        | SALE OF PROP & COMP FOR L | 236,440         | 173,875        | 66,064                            | 148,602                     | 148,602                       | 148,602                   |
| 07        | MISC/INTERFUND REVENUES   | 29,861,456      | 19,155,887     | 27,176,886                        | 22,021,163                  | 24,619,163                    | 24,613,163                |
| 08        | STATE AID                 | 38,405,964      | 41,995,090     | 18,352,522                        | 36,870,376                  | 37,116,502                    | 37,116,502                |
| 09        | FEDERAL AID               | 39,237,575      | 36,092,466     | 27,184,123                        | 41,351,249                  | 41,482,184                    | 41,482,184                |
|           |                           | -----           | -----          | -----                             | -----                       | -----                         | -----                     |
|           |                           | 347,610,032     | 355,208,961    | 234,180,241                       | 358,290,203                 | 361,058,285                   | 360,588,103               |

REPORT:BP064

BROOME COUNTY GOVERNMENT  
APPROPRIATION SUMMARY BY DEPARTMENT

TYPE:X EXPENSE

| DEPARTMENT | INDEX CODE | TITLE                             | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUALS<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|------------|------------|-----------------------------------|-----------------|----------------|-----------------------------------|-----------------------------|-------------------------------|---------------------------|
| 03         |            | PUBLIC WORKS                      | 21,981,785      | 25,023,115     | 16,792,460                        | 25,736,154                  | 24,930,814                    | 24,914,603                |
| 05         |            | RISK AND INSURANCE                | 38,245,280      | 44,778,954     | 27,749,227                        | 48,140,481                  | 48,140,481                    | 48,140,481                |
| 16         |            | WILLOW POINT NURSING HOME         | 27,417,180      | 31,317,724     | 15,948,076                        | 31,164,059                  | 30,659,356                    | 30,659,356                |
| 21         |            | DEPARTMENT OF AVIATION            | 3,824,645       | 3,795,377      | 2,031,530                         | 3,919,438                   | 3,888,708                     | 3,888,708                 |
| 22         |            | PUBLIC TRANSPORTATION             | 11,565,001      | 12,396,613     | 6,583,288                         | 12,372,381                  | 12,170,281                    | 12,170,281                |
| 23         |            | COUNTY EXECUTIVE                  | 11,167,553      | 15,597,569     | 5,733,209                         | 18,716,843                  | 18,515,375                    | 18,528,944                |
| 24         |            | LEGISLATIVE BOARD                 | 725,141         | 782,025        | 452,293                           | 766,086                     | 750,637                       | 745,937                   |
| 25         |            | MEDICAL EXAMINERS AND CORONERS    | 339,531         | 339,516        | 205,424                           | 342,897                     | 342,897                       | 342,897                   |
| 28         |            | PROBATION                         | 3,776,817       | 4,238,499      | 2,387,180                         | 4,269,884                   | 4,179,481                     | 4,179,481                 |
| 30         |            | COUNTY CLERK                      | 2,032,289       | 2,276,286      | 1,373,637                         | 2,323,710                   | 2,253,841                     | 2,311,251                 |
| 33         |            | DISTRICT ATTORNEY                 | 2,660,415       | 2,869,885      | 1,708,180                         | 2,888,552                   | 2,841,821                     | 2,838,637                 |
| 34         |            | FINANCE                           | 885,393         | 973,288        | 548,939                           | 1,008,907                   | 999,294                       | 999,294                   |
| 36         |            | AUDIT AND CONTROL                 | 3,551,193       | 3,477,149      | 2,225,769                         | 3,503,849                   | 3,433,849                     | 3,433,849                 |
| 37         |            | INFORMATION SERVICES              | 4,884,464       | 5,238,260      | 3,260,635                         | 5,617,956                   | 5,456,349                     | 5,456,349                 |
| 39         |            | LAW                               | 1,875,846       | 2,234,092      | 1,254,089                         | 2,328,637                   | 2,270,970                     | 2,270,970                 |
| 40         |            | PERSONNEL                         | 870,043         | 913,889        | 548,007                           | 936,683                     | 918,537                       | 918,537                   |
| 41         |            | ELECTIONS                         | 1,369,166       | 1,269,347      | 543,360                           | 1,515,731                   | 1,468,018                     | 1,468,018                 |
| 42         |            | VETERANS SERVICES                 | 305,945         | 331,042        | 195,010                           | 334,963                     | 328,263                       | 328,263                   |
| 44         |            | PLANNING AND ECONOMIC DEVELOPMENT | 850,428         | 1,121,617      | 472,134                           | 1,047,889                   | 902,177                       | 902,177                   |
| 45         |            | SHERIFF                           | 26,386,283      | 28,058,035     | 17,028,486                        | 30,086,667                  | 28,874,070                    | 28,844,508                |
| 46         |            | EMERGENCY SERVICES                | 3,584,866       | 3,886,793      | 2,411,814                         | 4,214,878                   | 4,142,139                     | 4,139,825                 |
| 47         |            | DEPARTMENT OF MENTAL HEALTH       | 4,323,462       | 4,836,656      | 2,591,343                         | 4,831,928                   | 4,788,901                     | 4,788,901                 |
| 48         |            | DEPARTMENT OF PUBLIC HEALTH       | 14,531,573      | 15,961,155     | 8,589,965                         | 16,297,821                  | 16,584,495                    | 16,584,495                |
| 53         |            | PUBLIC DEFENDER                   | 1,790,512       | 1,951,636      | 1,210,070                         | 2,100,244                   | 2,062,917                     | 2,057,259                 |
| 54         |            | PARKS                             | 2,955,248       | 3,056,021      | 1,978,834                         | 3,144,883                   | 3,078,625                     | 3,078,625                 |
| 63         |            | REAL PROPERTY TAX SERVICES        | 913,537         | 989,770        | 602,169                           | 1,050,190                   | 1,034,043                     | 1,034,043                 |
| 64         |            | YOUTH BUREAU                      | 809,560         | 895,317        | 484,605                           | 831,685                     | 274,433                       | 274,433                   |
| 65         |            | ARENA                             | 1,713,694       | 2,142,757      | 1,433,758                         | 2,297,744                   | 2,260,214                     | 2,260,214                 |
| 67         |            | SOCIAL SERVICES                   | 104,328,611     | 105,893,187    | 69,372,541                        | 111,876,566                 | 112,923,599                   | 112,957,062               |
| 68         |            | COMMUNITY ALTERNATIVE SYSTEMS     | 1,870,146       | 2,182,326      | 1,076,122                         | 2,164,647                   | 2,105,231                     | 2,105,231                 |
| 76         |            | OFFICE FOR AGING                  | 1,967,991       | 2,041,326      | 514,768                           | 1,916,326                   | 1,871,500                     | 1,871,500                 |
| 81         |            | PURCHASING                        | 269,430         | 288,907        | 176,980                           | 295,989                     | 290,068                       | 290,068                   |
| 82         |            | STOP-DWI                          | 417,643         | 420,000        | 219,759                           | 460,000                     | 458,000                       | 458,000                   |
| 84         |            | COUNTY LIBRARY                    | 2,403,783       | 2,622,503      | 1,512,917                         | 2,612,027                   | 2,536,252                     | 2,536,252                 |
| 85         |            | EN JOIE GOLF COURSE               | 843,712         | 887,065        | 643,024                           | 864,369                     | 864,369                       | 864,369                   |
| 90         |            | SPECIAL OBJECTS OF EXPENDITURES   | 7,390,761       | 4,383,659      | 7,059,166                         | -2,733,564                  | -2,733,564                    | -3,233,565                |
| 91         |            | OTHER CONTRACTUAL AGENCIES        | 2,025,854       | 2,213,411      | 1,383,897                         | 2,218,411                   | 2,000,484                     | 2,007,059                 |
| 92         |            | DEBT FUND                         | 2,951,073       | 4,618,098      | 3,387,913                         | 5,177,672                   | 5,177,672                     | 5,177,672                 |
| 93         |            | INTERFUND TRANSFERS               | 13,511,397      | 17,545,531     | 16,295,531                        | 13,010,188                  | 13,010,188                    | 13,004,188                |
|            |            |                                   | 333,317,251     | 363,848,400    | 227,986,109                       | 369,653,771                 | 366,054,785                   | 365,598,172               |

REPORT:BP164

BROOME COUNTY GOVERNMENT  
REVENUE SUMMARY BY DEPARTMENT

TYPE:R REVENUE

| DEPARTMENT INDEX CODE TITLE          | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUALS<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|--------------------------------------|-----------------|----------------|-----------------------------------|-----------------------------|-------------------------------|---------------------------|
| 03 PUBLIC WORKS                      | 16,680,450      | 15,949,032     | 13,421,449                        | 16,321,297                  | 15,885,926                    | 15,879,926                |
| 05 RISK AND INSURANCE                | 42,389,027      | 44,801,375     | 29,315,041                        | 47,264,859                  | 47,264,859                    | 47,264,859                |
| 16 WILLOW POINT NURSING HOME         | 28,834,301      | 31,317,724     | 24,133,373                        | 28,221,250                  | 30,821,250                    | 30,821,250                |
| 21 DEPARTMENT OF AVIATION            | 10,214,245      | 3,619,329      | 2,264,856                         | 3,944,054                   | 3,974,054                     | 3,974,054                 |
| 22 PUBLIC TRANSPORTATION             | 14,704,483      | 12,396,613     | 5,856,711                         | 10,920,281                  | 11,170,281                    | 11,170,281                |
| 23 COUNTY EXECUTIVE                  | 15,299,412      | 18,297,946     | 7,369,941                         | 17,131,707                  | 17,086,451                    | 17,086,451                |
| 24 LEGISLATIVE BOARD                 | 1,230           | 750            | 1,188                             | 1,200                       | 1,200                         | 1,200                     |
| 28 PROBATION                         | 1,357,944       | 1,610,671      | 853,938                           | 1,690,001                   | 1,685,040                     | 1,685,040                 |
| 30 COUNTY CLERK                      | 3,556,283       | 4,102,790      | 2,432,072                         | 4,242,668                   | 4,242,668                     | 4,242,668                 |
| 33 DISTRICT ATTORNEY                 | 149,500         | 239,758        | 76,055                            | 224,274                     | 224,274                       | 224,274                   |
| 34 FINANCE                           | 132,442,615     | 143,342,586    | 98,077,696                        | 143,001,136                 | 143,001,136                   | 142,536,954               |
| 36 AUDIT AND CONTROL                 | 1,097,710       | 1,078,975      | 1,057,821                         | 1,080,797                   | 1,080,797                     | 1,080,797                 |
| 37 INFORMATION SERVICES              | 1,897,146       | 2,039,306      | 869,389                           | 2,432,697                   | 2,432,697                     | 2,432,697                 |
| 39 LAW                               | 1,034,735       | 1,226,026      | 273,914                           | 1,440,760                   | 1,427,360                     | 1,427,360                 |
| 40 PERSONNEL                         | 65,927          | 70,179         | 3,870                             | 66,327                      | 66,327                        | 66,327                    |
| 41 ELECTIONS                         | 255,008         | 271,314        | 271,112                           | 299,390                     | 299,390                       | 299,390                   |
| 42 VETERANS SERVICES                 | 642,375         | 515,500        | 168,911                           | 507,500                     | 507,500                       | 507,500                   |
| 44 PLANNING AND ECONOMIC DEVELOPMENT | 111,579         | 274,340        | 12,157                            | 214,688                     | 214,688                       | 214,688                   |
| 45 SHERIFF                           | 1,957,183       | 1,793,874      | 1,426,920                         | 1,315,571                   | 1,315,571                     | 1,315,571                 |
| 46 EMERGENCY SERVICES                | 806,372         | 770,140        | 453,408                           | 796,125                     | 796,125                       | 796,125                   |
| 47 DEPARTMENT OF MENTAL HEALTH       | 3,386,391       | 3,857,014      | 1,612,787                         | 3,723,189                   | 3,723,189                     | 3,723,189                 |
| 48 DEPARTMENT OF PUBLIC HEALTH       | 8,673,079       | 8,849,574      | 5,731,004                         | 8,778,013                   | 9,115,003                     | 9,115,003                 |
| 53 PUBLIC DEFENDER                   | 52,627          | 39,334         | -8,425                            | 25,300                      | 25,300                        | 25,300                    |
| 54 PARKS                             | 223,274         | 232,017        | 133,122                           | 211,258                     | 211,258                       | 211,258                   |
| 63 REAL PROPERTY TAX SERVICES        | 2,018,823       | 1,597,000      | 429,030                           | 2,672,000                   | 2,672,000                     | 2,672,000                 |
| 64 YOUTH BUREAU                      | 251,059         | 294,140        | 38,828                            | 240,600                     | 240,600                       | 240,600                   |
| 65 ARENA                             | 1,545,765       | 1,780,401      | 1,487,188                         | 2,222,486                   | 2,222,486                     | 2,222,486                 |
| 67 SOCIAL SERVICES                   | 48,890,903      | 45,071,904     | 31,798,578                        | 50,275,378                  | 50,376,874                    | 50,376,874                |
| 68 COMMUNITY ALTERNATIVE SYSTEMS     | 1,878,952       | 2,182,326      | 739,383                           | 2,167,086                   | 2,107,670                     | 2,107,670                 |
| 76 OFFICE FOR AGING                  | 1,451,827       | 1,495,122      | 800,506                           | 1,374,654                   | 1,384,654                     | 1,384,654                 |
| 81 PURCHASING                        | 7,562           | 1,500          | 4,825                             | 1,500                       | 1,500                         | 1,500                     |
| 82 STOP-DWI                          | 429,588         | 420,000        | 172,053                           | 460,000                     | 458,000                       | 458,000                   |
| 84 COUNTY LIBRARY                    | 2,421,142       | 2,472,503      | 1,674,580                         | 2,386,252                   | 2,386,252                     | 2,386,252                 |
| 85 EN JOIE GOLF COURSE               | 861,026         | 898,900        | 613,954                           | 911,900                     | 911,900                       | 911,900                   |
| 90 SPECIAL OBJECTS OF EXPENDITURES   | 13,734          | 591,993        | 896                               | 17,000                      | 17,000                        | 17,000                    |
| 91 OTHER CONTRACTUAL AGENCIES        | 1,590,865       | 1,500,000      | 612,108                           | 1,500,000                   | 1,500,000                     | 1,500,000                 |
| 92 DEBT FUND                         | 398,379         | 207,005        |                                   | 207,005                     | 207,005                       | 207,005                   |
| 93 INTERFUND TRANSFERS               | 17,514          |                |                                   |                             |                               |                           |
|                                      | 347,610,035     | 355,208,961    | 234,180,239                       | 358,290,203                 | 361,058,285                   | 360,588,103               |

REPORT:BP042

BROOME COUNTY GOVERNMENT  
APPROPRIATION BY SUBFUND REPORT

TYPE:X EXPENSE

| SUBFUND | SUBFUND TITLE             | 2008<br>ACTUALS | 2009<br>YTD ACTUALS<br>AS OF 8/31 | 2009<br>BUDGET | 2010<br>DEPT.<br>REQUESTED | 2010<br>BUDGET<br>RECOMM. | 2010<br>BUDGET<br>ADOPTED |
|---------|---------------------------|-----------------|-----------------------------------|----------------|----------------------------|---------------------------|---------------------------|
| 101     | GENERAL OPERATING         | 120,567,947     | 88,557,632                        | 131,267,534    | 125,520,989                | 122,090,502               | 121,592,857               |
| 103     | SOCIAL SERVICE OPERATING  | 104,328,611     | 69,372,541                        | 105,893,187    | 111,876,566                | 112,923,599               | 112,957,062               |
| 203     | TRANSIT OPERATING         | 11,565,001      | 6,583,288                         | 12,396,613     | 12,372,381                 | 12,170,281                | 12,170,281                |
| 204     | WPNH OPERATING            | 27,417,180      | 15,948,076                        | 31,317,724     | 31,164,059                 | 30,659,356                | 30,659,356                |
| 206     | SOLID WASTE MANAGEMENT OP | 6,141,621       | 2,721,523                         | 10,209,739     | 13,081,857                 | 12,931,857                | 12,945,426                |
| 207     | AVIATION OPERATING        | 3,824,645       | 2,031,530                         | 3,795,377      | 3,919,438                  | 3,888,708                 | 3,888,708                 |
| 250     | FLEET MANAGEMENT OPERATIN | 955,898         | 483,614                           | 1,545,752      | 1,141,120                  | 1,141,120                 | 1,141,120                 |
| 251     | CENTRAL FOODS OPERATING   | 4,208,412       | 2,396,122                         | 4,554,056      | 4,604,114                  | 4,558,890                 | 4,558,890                 |
| 252     | HEALTH INSURANCE OPERATIN | 33,906,602      | 23,863,410                        | 38,435,996     | 42,270,518                 | 42,270,518                | 42,270,518                |
| 253     | WORKERS COMPENSATION OPER | 2,876,822       | 2,080,705                         | 3,341,054      | 3,331,034                  | 3,331,034                 | 3,331,034                 |
| 254     | INSURANCE RESERVE OPERATI | 1,461,855       | 1,805,112                         | 3,001,904      | 2,538,929                  | 2,538,929                 | 2,538,929                 |
| 301     | COUNTY ROAD OPERATING     | 9,243,541       | 7,357,369                         | 10,056,192     | 9,842,861                  | 9,682,861                 | 9,682,861                 |
| 302     | ROAD MACHINERY OPERATING  | 2,047,763       | 1,378,849                         | 2,634,803      | 2,440,523                  | 2,420,523                 | 2,414,523                 |
| 304     | PUBLIC LIBRARY OPERATING  | 2,403,783       | 1,512,917                         | 2,622,503      | 2,612,027                  | 2,536,252                 | 2,536,252                 |
| 306     | ARENA OPERATING           | 1,523,854       | 1,250,397                         | 1,888,901      | 2,072,986                  | 2,045,986                 | 2,045,986                 |
| 309     | EN JOIE GOLF COURSE       | 843,712         | 643,024                           | 887,065        | 864,369                    | 864,369                   | 864,369                   |
|         |                           | -----           | -----                             | -----          | -----                      | -----                     | -----                     |
|         |                           | 333,317,247     | 227,986,109                       | 363,848,400    | 369,653,771                | 366,054,785               | 365,598,172               |

REPORT:BP142

BROOME COUNTY GOVERNMENT  
REVENUE BY SUBFUND REPORT

TYPE:R REVENUE

| SUBFUND | SUBFUND TITLE             | 2008<br>ACTUALS | 2009<br>YTD ACTUALS<br>AS OF 8/31 | 2009<br>BUDGET | 2010<br>DEPT.<br>REQUESTED | 2010<br>BUDGET<br>RECOMM.D. | 2010<br>BUDGET<br>ADOPTED |
|---------|---------------------------|-----------------|-----------------------------------|----------------|----------------------------|-----------------------------|---------------------------|
| 101     | GENERAL OPERATING         | 170,399,881     | 118,367,284                       | 185,332,812    | 185,805,385                | 185,637,227                 | 185,173,045               |
| 103     | SOCIAL SERVICE OPERATING  | 48,890,903      | 31,798,578                        | 45,071,904     | 50,275,378                 | 50,376,874                  | 50,376,874                |
| 203     | TRANSIT OPERATING         | 14,704,483      | 5,856,711                         | 12,396,613     | 10,920,281                 | 11,170,281                  | 11,170,281                |
| 204     | WPNH OPERATING            | 28,834,301      | 24,133,373                        | 31,317,724     | 28,221,250                 | 30,821,250                  | 30,821,250                |
| 206     | SOLID WASTE MANAGEMENT OP | 9,802,890       | 4,841,822                         | 10,348,438     | 9,834,917                  | 9,834,917                   | 9,834,917                 |
| 207     | AVIATION OPERATING        | 10,214,245      | 2,264,856                         | 3,619,329      | 3,944,054                  | 3,974,054                   | 3,974,054                 |
| 250     | FLEET MANAGEMENT OPERATIN | 1,564,790       | 669,853                           | 1,541,065      | 872,399                    | 872,399                     | 872,399                   |
| 251     | CENTRAL FOODS OPERATING   | 4,334,048       | 2,527,760                         | 4,578,402      | 4,604,158                  | 4,558,902                   | 4,558,902                 |
| 252     | HEALTH INSURANCE OPERATIN | 36,453,490      | 25,428,936                        | 38,436,005     | 41,394,896                 | 41,394,896                  | 41,394,896                |
| 253     | WORKERS COMPENSATION OPER | 3,139,804       | 2,265,929                         | 3,341,054      | 3,331,034                  | 3,331,034                   | 3,331,034                 |
| 254     | INSURANCE RESERVE OPERATI | 2,795,733       | 1,620,177                         | 3,024,316      | 2,538,929                  | 2,538,929                   | 2,538,929                 |
| 301     | COUNTY ROAD OPERATING     | 9,590,319       | 8,067,694                         | 8,506,192      | 8,882,861                  | 8,882,861                   | 8,882,861                 |
| 302     | ROAD MACHINERY OPERATING  | 2,154,930       | 2,615,020                         | 2,634,803      | 2,320,523                  | 2,320,523                   | 2,314,523                 |
| 304     | PUBLIC LIBRARY OPERATING  | 2,421,142       | 1,674,580                         | 2,472,503      | 2,386,252                  | 2,386,252                   | 2,386,252                 |
| 306     | ARENA OPERATING           | 1,448,050       | 1,433,714                         | 1,688,901      | 2,045,986                  | 2,045,986                   | 2,045,986                 |
| 309     | EN JOIE GOLF COURSE       | 861,026         | 613,954                           | 898,900        | 911,900                    | 911,900                     | 911,900                   |
|         |                           | -----           | -----                             | -----          | -----                      | -----                       | -----                     |
|         |                           | 347,610,035     | 234,180,241                       | 355,208,961    | 358,290,203                | 361,058,285                 | 360,588,103               |

REPORT:BP070

BROOME COUNTY GOVERNMENT  
APPROPRIATIONS BY FUNCTION

TYPE:X EXPENSE

| FUNCTION | FUNCTION TITLE            | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUALS<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|----------|---------------------------|-----------------|----------------|-----------------------------------|-----------------------------|-------------------------------|---------------------------|
| 0010     | GENERAL GOVERNMENT        | 72,696,523      | 82,173,101     | 50,625,461                        | 80,686,422                  | 79,911,936                    | 79,945,593                |
| 0020     | EDUCATION                 | 16,409,258      | 17,237,242     | 12,659,042                        | 17,572,631                  | 18,112,108                    | 18,112,107                |
| 0030     | PUBLIC SAFETY             | 37,438,745      | 40,456,813     | 24,231,758                        | 43,639,303                  | 41,803,052                    | 41,771,176                |
| 0040     | HEALTH                    | 37,036,249      | 42,259,003     | 21,401,836                        | 42,313,115                  | 41,512,582                    | 41,512,582                |
| 0050     | TRANSPORTATION            | 26,680,950      | 28,882,985     | 17,351,036                        | 28,575,203                  | 28,162,373                    | 28,156,373                |
| 0060     | ECONOMIC ASSISTANCE AND O | 109,471,399     | 111,629,748    | 71,875,574                        | 117,458,668                 | 118,341,634                   | 118,375,097               |
| 0070     | HOME AND COMMUNITY        | 7,070,170       | 11,409,556     | 3,252,307                         | 14,207,946                  | 13,902,459                    | 13,922,603                |
| 0075     | CULTURE/RECREATION        | 9,910,757       | 10,813,874     | 6,810,110                         | 10,990,919                  | 10,099,077                    | 10,099,077                |
| 0090     | UNDISTRIBUTED             | 16,603,199      | 18,986,078     | 19,778,985                        | 14,209,564                  | 14,209,564                    | 13,703,564                |
|          |                           | -----           | -----          | -----                             | -----                       | -----                         | -----                     |
|          |                           | 333,317,250     | 363,848,400    | 227,986,109                       | 369,653,771                 | 366,054,785                   | 365,598,172               |



REPORT:BP170

BROOME COUNTY GOVERNMENT  
REVENUE BY FUNCTION

TYPE:R REVENUE

| FUNCTION | FUNCTION TITLE            | 2008<br>ACTUALS | 2009<br>BUDGET | 2009<br>YTD ACTUALS<br>AS OF 8/31 | 2010<br>BUDGET<br>REQUESTED | 2010<br>BUDGET<br>RECOMMENDED | 2010<br>BUDGET<br>ADOPTED |
|----------|---------------------------|-----------------|----------------|-----------------------------------|-----------------------------|-------------------------------|---------------------------|
| 0010     | GENERAL GOVERNMENT        | 192,965,323     | 209,027,588    | 137,083,115                       | 211,878,637                 | 211,819,981                   | 211,355,799               |
| 0020     | EDUCATION                 | 6,269,985       | 6,216,760      | 4,171,474                         | 6,259,106                   | 6,590,355                     | 6,590,355                 |
| 0030     | PUBLIC SAFETY             | 6,937,828       | 7,097,535      | 3,843,729                         | 7,512,671                   | 7,070,339                     | 7,070,339                 |
| 0040     | HEALTH                    | 34,623,785      | 37,807,552     | 27,305,690                        | 34,463,346                  | 37,069,087                    | 37,069,087                |
| 0050     | TRANSPORTATION            | 36,663,976      | 27,156,937     | 18,804,281                        | 26,067,719                  | 26,347,719                    | 26,341,719                |
| 0060     | ECONOMIC ASSISTANCE AND O | 54,516,507      | 50,819,852     | 34,169,619                        | 55,879,618                  | 55,931,698                    | 55,931,698                |
| 0070     | HOME AND COMMUNITY        | 9,914,469       | 10,622,778     | 4,853,980                         | 10,049,605                  | 10,049,605                    | 10,049,605                |
| 0075     | CULTURE/RECREATION        | 5,302,266       | 5,677,961      | 3,947,674                         | 5,972,496                   | 5,972,496                     | 5,972,496                 |
| 0090     | UNDISTRIBUTED             | 415,893         | 781,998        |                                   | 207,005                     | 207,005                       | 207,005                   |
|          |                           | -----           | -----          | -----                             | -----                       | -----                         | -----                     |
|          |                           | 347,610,032     | 355,208,961    | 234,180,241                       | 358,290,203                 | 361,058,285                   | 360,588,103               |

## **HISTORICAL TAX LEVY**

## HISTORICAL TAX LEVY / RATES

| YEAR  | COUNTY<br>TAX<br>LEVY | COUNTY<br>TAXABLE<br>ASSESSED<br>VALUE | FULL<br>VALUE | TAX RATE<br>PER 1000 | FULL VALUE<br>TAX RATE |
|-------|-----------------------|--|---------------|----------------------|------------------------|
| ----- | -----                 | -----                                  | -----         | -----                | -----                  |
| 1980  | 10,694,530            | 482,680,921                            | 2,264,500,003 | 27.970630            | 4.72269                |
| 1981  | 9,668,308             | 488,323,468                            | 2,425,685,304 | 19.798983            | 3.98580                |
| 1982  | 12,512,505            | 489,959,629                            | 2,722,430,188 | 25.537829            | 4.59608                |
| 1983  | 14,383,543            | 496,064,929                            | 2,977,959,026 | 28.995283            | 4.83000                |
| 1984  | 15,750,734            | 500,500,135                            | 2,999,108,269 | 31.469990            | 5.25181                |
| 1985  | 16,741,000            | 507,362,527                            | 3,111,190,865 | 32.996130            | 5.38090                |
| 1986  | 19,422,860            | 512,121,910                            | 3,318,704,840 | 37.926243            | 5.85254                |
| 1987  | 22,103,593            | 525,258,814                            | 3,523,940,038 | 42.081337            | 6.27241                |
| 1988  | 28,879,709            | 539,735,218                            | 3,893,090,676 | 53.507177            | 7.41820                |
| 1989  | 30,317,677            | 554,862,377                            | 4,209,937,950 | 54.639994            | 7.20145                |
| 1990  | 43,712,596            | 563,482,065                            | 4,889,787,284 | 77.575843            | 8.93957                |
| 1991  | 43,755,573            | 566,072,704                            | 5,521,813,003 | 77.300000            | 7.92413                |
| 1992  | 40,791,901            | 560,602,191                            | 5,834,987,050 | 72.760000            | 6.99092                |
| 1993  | 40,791,901            | 561,953,086                            | 7,174,960,391 | 72.589513            | 5.68531                |
| 1994  | 39,650,691            | 3,822,490,093                          | 7,153,261,011 | 10.373000            | 5.54302                |
| 1995  | 43,576,188            | 3,778,396,235                          | 6,728,670,219 | 11.532985            | 6.47620                |
| 1996  | 42,602,336            | 3,755,912,650                          | 6,673,999,187 | 11.342739            | 6.38333                |
| 1997  | 41,140,835            | 3,693,525,069                          | 6,625,071,798 | 11.138637            | 6.20987                |
| 1998  | 38,865,664            | 3,620,216,875                          | 6,518,537,857 | 10.735728            | 5.96233                |
| 1999  | 37,745,365            | 3,604,640,914                          | 5,739,871,863 | 10.582773            | 6.57599                |
| 2000  | 37,182,608            | 3,517,335,943                          | 5,744,826,235 | 10.571242            | 6.47236                |
| 2001  | 36,777,199            | 3,519,624,466                          | 5,928,970,906 | 10.449183            | 6.20296                |
| 2002  | 36,709,717            | 3,549,699,395                          | 6,120,595,205 | 10.341641            | 5.99774                |
| 2003  | 46,764,650            | 3,578,389,676                          | 6,623,303,776 | 13.068630            | 7.06062                |
| 2004  | 51,282,493            | 3,590,168,635                          | 6,589,906,744 | 14.284146            | 7.78198                |
| 2005  | 51,263,059            | 3,619,869,899                          | 6,881,481,919 | 14.161575            | 7.44942                |
| 2006  | 53,277,881            | 3,601,928,784                          | 6,998,440,377 | 14.791487            | 7.61282                |
| 2007  | 55,301,343            | 3,623,898,760                          | 7,388,569,323 | 15.260179            | 7.48472                |
| 2008  | 58,326,387            | 3,642,795,622                          | 8,363,852,580 | 16.011435            | 6.81912                |
| 2009  | 60,340,186            | 3,676,914,823                          | 9,256,213,918 | 16.410548            | 6.51888                |
| 2010  | 64,331,918            | 5,474,666,923                          | 9,997,585,274 | 11.750837            | 6.43475                |

## **PROPERTY TAX LEVY BY MUNICIPALITY**

## TAX LEVY BY MUNICIPALITY

| MUNICIPALITY       | 2009<br>Equal<br>RATE | COUNTY<br>TAXABLE ADJUSTED<br>DISTRIBUTED | 2010<br>FULL VALUE | FULL VALUE<br>AS PERCENT | COUNTY LEVY  | COUNTY<br>TAXABLE | 2010<br>TAX RATE<br>PER \$1000 |
|--------------------|-----------------------|---|--------------------|--------------------------|--------------|-------------------|--------------------------------|
| CITY OF BINGHAMTON | 77.00                 | \$1,211,477,998                           | \$1,573,348,049    | 15.737281%               | \$10,124,094 | \$1,211,329,798   | <b>\$8.357835</b>              |
| TOWN OF BARKER     | 65.80                 | \$83,306,932                              | \$126,606,280      | 1.266369%                | \$814,679    | \$83,300,432      | <b>\$9.780009</b>              |
| TOWN OF BINGHAMTON | 65.30                 | \$218,229,258                             | \$334,194,882      | 3.342756%                | \$2,150,459  | \$218,217,608     | <b>\$9.854654</b>              |
| TOWN OF CHENANGO   | 69.75                 | \$480,664,165                             | \$689,124,251      | 6.892907%                | \$4,434,339  | \$480,633,415     | <b>\$9.226031</b>              |
| TOWN OF COLESVILLE | 7.60                  | \$18,080,858                              | \$237,906,026      | 2.379635%                | \$1,530,865  | \$18,042,433      | <b>\$84.848036</b>             |
| TOWN OF CONKLIN    | 65.50                 | \$169,566,522                             | \$258,880,186      | 2.589427%                | \$1,665,828  | \$169,554,532     | <b>\$9.824733</b>              |
| TOWN OF DICKINSON  | 67.00                 | \$150,490,445                             | \$224,612,604      | 2.246669%                | \$1,445,325  | \$150,465,695     | <b>\$9.605678</b>              |
| TOWN OF FENTON     | 67.50                 | \$191,849,786                             | \$284,221,905      | 2.842906%                | \$1,828,896  | \$191,830,036     | <b>\$9.533940</b>              |
| TOWN OF KIRKWOOD   | 77.00                 | \$265,876,635                             | \$345,294,331      | 3.453777%                | \$2,221,881  | \$265,866,211     | <b>\$8.357139</b>              |
| TOWN OF LISLE      | 60.00                 | \$70,376,516                              | \$117,294,193      | 1.173225%                | \$754,758    | \$70,362,766      | <b>\$10.726668</b>             |
| TOWN OF MAINE      | 59.53                 | \$159,739,230                             | \$268,334,000      | 2.683988%                | \$1,726,661  | \$159,707,380     | <b>\$10.811404</b>             |
| TOWN OF NANTICOKE  | 60.00                 | \$41,416,646                              | \$69,027,743       | 0.690444%                | \$444,176    | \$41,415,146      | <b>\$10.724965</b>             |
| TOWN OF SANFORD    | 62.00                 | \$145,493,414                             | \$234,666,797      | 2.347235%                | \$1,510,021  | \$145,462,590     | <b>\$10.380820</b>             |
| TOWN OF TRIANGLE   | 62.00                 | \$75,576,305                              | \$121,897,266      | 1.219267%                | \$784,378    | \$75,571,805      | <b>\$10.379241</b>             |
| TOWN OF UNION      | 4.31                  | \$126,688,299                             | \$2,939,403,689    | 29.401137%               | \$18,914,316 | \$125,200,159     | <b>\$151.072620</b>            |
| TOWN OF VESTAL     | 100.00                | \$1,859,264,699                           | \$1,859,264,699    | 18.597138%               | \$11,963,895 | \$1,859,241,699   | <b>\$6.434825</b>              |
| TOWN OF WINDSOR    | 66.50                 | \$208,483,068                             | \$313,508,373      | 3.135841%                | \$2,017,347  | \$208,465,218     | <b>\$9.677140</b>              |
| 2010 TOTALS        | 54.97%                | \$5,476,580,776                           | \$9,997,585,274    | 100.000000%              | \$64,331,918 | \$5,474,666,923   | <b>\$11.750837</b>             |

## **PROPERTY TAX EXEMPTION SUMMARY**



## **CONSOLIDATED COUNTY FEES**



## Veteran's Memorial Arena

| RENTAL RATES                          |                   |  | January - May & October - December |                    | User Fees  |  |
|---------------------------------------|-------------------|--|------------------------------------|--------------------|--|--|
| Flat Rate/Day                         |                   |  | \$ 3,500                           | per day            | Internet   | \$125.00                               |
| Multi-day rental                      | Monday - Thursday |  |                                    |                    | Exhibitor Elec. Drops  | \$35.00/day/drop                       |
| Day 1                                 |                   |  | \$ 2,500                           |                    | Head Usher   | \$12.50 per hour, super.               |
| Day 2                                 |                   |  | \$ 2,000                           |                    | Ushers   | \$10.00 per hour                       |
| Day 3 +                               |                   |  | \$ 1,500                           | additional per day | Legal Fee  | \$100.00                               |
|                                       | Friday - Sunday   |  |                                    |                    | House Spotlights   | \$125.00 each                          |
| Day 1                                 |                   |  | \$ 3,500                           |                    | House Forklift   | \$150.00 per day                       |
| Day 2                                 |                   |  | \$ 3,000                           |                    | Tables   | \$5.00 each                            |
| Day 3 +                               |                   |  | \$ 2,500                           |                    | Pipe & Drape   | \$3.00 per linear foot                 |
| Move-in/ Rehearsal                    |                   |  | \$ 2,000                           | per day            | Pyrotechnics Permit  | \$150.00 per show                      |
| Concourse only                        |                   |  | \$ 1,700                           | per day            | Phone Lines  | \$50.00 per line                       |
|                                       |                   |  |                                    |                    | Steet Permit   | \$10.00                                |
|                                       |                   |  | June - September                   |                    | <b>VIDEO SYSTEM:</b>   |  |
| Flat Rate/Day                         |                   |  | \$ 3,000                           | per day            | Usage Fee  | \$356.00                               |
| Multi-day rental                      | Monday - Thursday |  |                                    |                    | Director   | \$47.00 per hr                         |
| Day 1                                 |                   |  | \$ 2,000                           |                    | Camera Operator  | \$47.00 per hr                         |
| Day 2                                 |                   |  | \$ 1,500                           |                    | Graphics Coordinator   | \$47.00 per hr                         |
| Day 3 +                               |                   |  | \$ 1,000                           | additional per day | Instant Replay Operator  | \$47.00 per hr                         |
|                                       | Friday - Sunday   |  |                                    |                    | Audio  | \$47.00 per hr                         |
| Day 1                                 |                   |  | \$ 2,500                           |                    | Producer   | \$71.00                                |
| Day 2                                 |                   |  | \$ 2,000                           |                    | Record Fee   | \$25.00 ( 2 copies)                    |
| Day 3 +                               |                   |  | \$ 1,500                           |                    | Additional copies  | \$5.00 each                            |
| Move-in/ Rehearsal                    |                   |  | \$ 1,500                           | per day            | Contractual Expenses   |  |
| Concourse only                        |                   |  | \$ 1,500                           | per day            | Local I.A.T.S.E. #54   | Building setups                        |
|                                       |                   |  |                                    |                    |  | Show move-in/move-out                  |
|                                       |                   |  |                                    |                    |  | Show setup                             |
|                                       |                   |  |                                    |                    |  | Performances                           |
| Ticketed Events (concert) 1 Day Event |                   |  |                                    |                    | Police   | \$25 per hour, per officer, 4 hour min |
| Attendance                            |                   |  |                                    |                    | Medical/Ambulance  | \$140 per hour                         |
| 0 - 3,500                             |                   |  | \$ 4,000                           | rent + expenses    | T-shirt security   | \$18 per hour per officer              |
| 3,501 - 4,000                         |                   |  | \$ 5,000                           | rent + expenses    | Concessions  | American Vending, John Palmiter        |
| 4,001 - 4,500                         |                   |  | \$ 6,000                           | rent + expenses    |  |  |
| 4,501 +                               |                   |  | \$ 7,000                           | rent + expenses    |  |  |
| Box Office Usage                      |                   |  |                                    |                    |  |  |
| Box Office Usage                      |                   |  | \$ 850                             |                    |  |  |
| Day of show sellers                   |                   |  | \$ 100                             | (per day)          |  |  |
| Ticket Master charges                 |                   |  |                                    |                    |  |  |
| Box Office                            |                   |  | \$ 0.08                            | (per ticket)       |  |  |
| Remotes                               |                   |  | \$ 0.15                            | (per ticket)       |  |  |
| Phone                                 |                   |  | 3.25%                              | **                 |  |  |
| BO Window                             |                   |  | 4%                                 | **                 |  |  |
| Group Sales                           |                   |  | 10%                                | (and expenses)     |  |  |
|                                       |                   |  |                                    |                    | ** Subject to automatic increases equal to increases in the inter-bank rates |  |

## Broome County Forum

### Rental Rates

|                      |                                  |
|----------------------|----------------------------------|
| One day show         | \$ 1,500.00                      |
| 2 day show           | \$ 1,300.00                      |
| 3 day show           | \$ 1,000.00                      |
| More than 3 day show | \$ 1,000.00 (additional per day) |
| 2 shows in a day     | \$ 700.00 additional             |
| Rehearsal day        | \$ 200.00 (5 hours)              |
|                      | \$ 75.00 (per hour over)         |

Any organization renting the Forum Theatre for 10 or more performance will have the fee for second show of day

### Reduced Weekday (Monday through Thursday)

|                      |                                |
|----------------------|--------------------------------|
| One day show         | \$ 1,500.00                    |
| 2 day show           | \$ 1,000.00                    |
| 3 day show           | \$ 700.00                      |
| More than 3 day show | \$ 700.00 (additional per day) |

### User Fees

|                    |   |
|--------------------|---|
| Spotlights         | \$ 125.00 Each, per show<br>Lycian 1279 |
| Phone Lines        | \$50.00 per line, per day               |
| Tables             | \$5.00 per table, per event             |
| Pipe & Drape       | \$3.00 per linear foot                  |
| Contract/Legal Fee | \$100.00                                |

### Box Office Fees

|                     |                         |
|---------------------|-------------------------|
| Box Office Usage    | \$ 300.00 (per run max) |
| Day of show sellers | \$ 75.00 (per seller)   |

### Contractual Expenses

|                        |  |
|------------------------|--|
| Local I.A.T.S.E. #54   | Building setups<br>show move-in/move out<br>show setup<br>performances |
| Police                 | \$ 25.00 (per hour - 4 hour min)                                       |
| T-Shirt Security       | \$ 18.00 (per hour)  |
| Concessions            | Food Consultants Inc.<br>American Food & Vending<br>John Palmiter      |
| Event Staff            | \$ 10.00 (per hour)  |
| Event Staff Supervisor | \$ 12.50 (per hour)  |

### Non-Profit Rates

|                    |                     |
|--------------------|---------------------|
| First show of day  | \$ 1,000.00         |
| Second show of day | \$ 500.00           |
| T-shirt security   | \$ 18.00 (per hour) |

### Parks and Recreation Fees

| Camping                                      |          | Greenwood                                  |          |          |
|--|----------|--|----------|----------|
|  | \$ 17.00 | Non-electric                               |          |          |
|  | \$ 21.00 | 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 2010

### **Membership**

|                               |         |
|-------------------------------|---------|
| Adult Membership              | \$1,400 |
| Husband and Wife              | \$2,050 |
| Seniors – over 62             | \$1,200 |
| Seniors: Husband/Wife over 62 | \$1,750 |
| Intermediate (19-24)          | \$850   |
| Junior (under 18)             | \$550   |

### **Daily Fee**

|               |                             |         |
|---------------|-----------------------------|---------|
| Adult         | Monday thru Thursday        | \$34.00 |
| Adult         | Monday thru Thursday w/cart | \$48.00 |
| Senior        | Monday thru Thursday        | \$30.00 |
| Senior        | Monday thru Thursday w/cart | \$44.00 |
| Junior        | Monday thru Thursday        | \$26.00 |
| Junior        | Monday thru Thursday w/cart | \$40.00 |
| Twilight Rate | Monday-Friday after 4:00 pm | \$38.00 |

### **Weekend**

|               |                                   |         |
|---------------|-----------------------------------|---------|
| Adult         | Friday with cart                  | \$54.00 |
| Adult         | Sat, Sun & Holiday with cart      | \$60.00 |
| Senior        | Friday with cart                  | \$50.00 |
| Senior        | Sat, Sun & Holiday with cart      | \$56.00 |
| Junior        | Friday with cart*                 | \$44.00 |
| Junior        | Sat, Sun & Holiday with cart*     | \$48.00 |
| Twilight Rate | Sat, Sun & Holidays after 3:00 pm | \$42.00 |
|               | *Drivers License Required         |         |

### **Miscellaneous**

|                         |         |
|-------------------------|---------|
| Cart per person – daily | \$14.00 |
|-------------------------|---------|

Tee Time may be made seven (7) days in advance.

Riding carts mandatory Friday, Saturday, Sunday and Holidays until **1:00 pm**.

### **Frequent Play Cards 10 (ten) rounds**

|                 |          |
|-----------------|----------|
| <b>Weekdays</b> | \$300.00 |
|-----------------|----------|

|                 |          |
|-----------------|----------|
| <b>Weekends</b> | \$500.00 |
|-----------------|----------|

|                           |          |
|---------------------------|----------|
| <b>Seniors - Weekends</b> | \$450.00 |
|---------------------------|----------|

|                           |          |
|---------------------------|----------|
| <b>Seniors - Weekdays</b> | \$275.00 |
|---------------------------|----------|

|            |         |
|------------|---------|
| Locker Fee | \$40.00 |
|------------|---------|

|              |         |
|--------------|---------|
| Club Storage | \$50.00 |
|--------------|---------|

|           |         |
|-----------|---------|
| Handicaps | \$20.00 |
|-----------|---------|

**Pre-paid discount Cart Cards will be made available to Members at a reduced rate!**

**9 hole rates available**

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**FINANCE DEPARTMENT - TAX COLLECTION FEES**


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**Town & County Unpaid Taxes**

| <b>Date Paid</b> | <b>Description</b>      | <b>Fee</b>     |
|------------------|-------------------------|----------------|
| January          | Original Tax            |                |
| March            | Handling Charges        | plus \$1.00    |
| April            | <b>Late Charge</b>      | <b>plus 5%</b> |
| February         | Interest                | 1% per month   |
| August           | Advertising Fee         | \$7.00         |
| October          | Tax Sale Amount         |                |
| November         | Interest                | 1% per month   |
| November         | Title Search Fee        | \$150.00       |
| November         | Redemption Fee          | \$1.00         |
|                  | <b>Tax Certificates</b> | <b>\$20.00</b> |

**School Unpaid Taxes**

|  |         |
|--|---------|
| Last Amount on Bill (1st part of November) |         |
| Penalty                                    | plus 7% |

**Village Unpaid Taxes**

|                                      |                    |
|--------------------------------------|--------------------|
| Base Amount of Bill                  |                    |
| Interest depending on Village        | plus 7%, 9% or 12% |
| Late Notice                          | plus \$1.00        |
| New Total                            |                    |
| Penalty                              | plus 7%            |
| Added to next Town & County Tax Bill |                    |

## County Clerk Fee Schedule

| • BUSINESS CERTIFICATES PARTNERSHIP OR INDIVIDUAL  |          | • REAL ESTATE   |          | • SEARCHES  |                |
|--|----------|---|----------|---|----------------|
| Form   | \$1.00   | Leases, Easements, Power of Attorney                          |          | Each two year period  | \$5.00         |
| File certificate   | \$25.00  | Release of lien of estate tax:                                |          | Per name/Per category   |                |
| File amended certificate   | \$25.00  | Record  | \$45.00  | Ex. Deed, mortgage, DBA   |                |
| File discontinuance no fee   |          | Plus 5.00/per printed side of each page                       |          | • PASSPORTS \$75.00   |                |
| Certify a prepared copy  | \$5.20   | Plus 50 cents per notation                                    |          | Photos 7.00 – photo service available                                   | \$7.00         |
| • CERTIFICATION OF DOCUMENT  |          | Transfer Tax Affidavit (TP584)                                |          | @ Clerk's Office  |                |
| Other than cover by special law  | \$5.20   | One original One copy   | \$10.00  | • FAX DOCUMENTS   |                |
| • CIVIL ACTION   |          | Real Property Transfer Report (RP5217)                        |          | Per page 1.00   | \$1.00         |
| Issuance of index number   | \$210.00 | Residential   | \$125.00 | • COPIES  |                |
| Request for judicial intervention  | \$95.00  | All others  | \$250.00 | Of recorded and filed documents   | To file no fee |
| Note of Issue  | \$30.00  | Small Claims assessment review                                | \$30.00  | .65/page. Minimum of 1.30   |                |
| Jury demand  | \$65.00  | Miscellaneous filing  | \$5.00   | To prepare and certify a copy   |                |
| Notice of Appeal   | \$65.00  | • LIENS   |          | 1.25/page. Minimum of 5.00  |                |
| Dissolution of Marriage Certificate  | \$5.00   | Attachment (notice of) –                                      |          | Maps 5.00   | \$5.00         |
| Separation Agreements  | \$5.00   | File and record   | \$20.00  | Certified copies are additional 5.20                                    | \$5.20         |
| Motion/cross motion/Order to show cause  | \$45.00  | Cancel no fee   |          | • UCC UNIFORM COMMERCIAL CODE   |                |
| Stipulation of settlement or voluntary discontinuance  | \$35.00  | Building and Loan Agreement                                   |          | UCC-1 Original Financing Statement with Addendum                        | \$40.00        |
| Certificate of Divorce   | \$5.00   | File original or amendment                                    | \$25.00  | UCC-3 Amendment – Continue, Assign or Terminate                         |                |
| • JUDGMENTS/EXECUTIONS   |          | Discharge no fee  | \$5.00   | with Addendum   | \$40.00        |
| Docket and enter, taxing costs   | \$45.00  | Common Charge Lien, filing                                    | \$5.00   | UCC-11  |                |
| Satisfaction of judgment no fee  |          | Crime Victim Lien no fee                                      |          | Written search request  | \$25.00        |
| Transcript of judgment:  |          | State Tax Lien no fee   |          | Copies/per document   | \$5.00         |
| Filing   | \$10.00  | Federal Tax Lien  | \$40.00  | • WAGE ASSIGNMENTS  |                |
| Issue a transcript   | \$5.00   | Hospital Lien no fee  |          | Filing  | \$5.00         |
| Certificate of:  |          | Lis Pendens   | \$45.00  | Satisfaction no fee   |                |
| Disposition, cancellation or Assignment  |          | Plus .50 per notation   |          | Satisfaction or cancel no fee   |                |
| To issue or file   | \$5.00   | Mechanics Lien  |          | Notice of lending, filing   | \$15.00        |
| Exemplified Judgment   | \$15.00  | Filing  | \$15.00  | Public welfare lien no fee  |                |
| OTHER REAL ESTATE TAXES  |          | Discharge no fee  | \$5.00   | Surety Bond   | \$5.00         |
| MORTGAGE TAX   |          | Affidavit of service  | \$5.00   | • NOTARY PUBLIC   |                |
| 1% of the amount of the mortgage   |          | Notice of Lending Filing                                      | \$15.00  | File Certificate of Appointment   | \$60.00        |
| If a bank, credit union, or lending agency is involved, they pay 1/4% and the borrower pays 3/4% |          | • MORTGAGES   |          | File Certificate of official character                                  | \$5.00         |
| TRANSFER TAX   |          | Record (including recording page)                             | \$45.00  | Issue Certificate of appointment  | \$5.00         |
| The rate is \$5 per \$1,000  |          | Plus 5.00/per page  |          | Certificate authenticating notary                                       | \$3.00         |
|  |          | Plus .50/per notation   |          | SURVEY MAPS   |                |
|  |          | Assignment (including recording page)                         | \$45.00  | Filing  | \$10.00        |
|  |          | Plus 5.00/per page  |          | Requirements: Linen or Mylar original                                   |                |
|  |          | Plus .50/per notation   |          | 8 1/2 x 11 minimum  |                |
|  |          | Plus \$3.50 each additional mortgage                          |          | 34 x 44 maximum   |                |
|  |          | Consolidation extension, modification                         | \$45.00  | Subdivision maps with five or more lots require health department seal. |                |
|  |          | Subordination, corrections, etc.                              |          | Copies  | \$5.00         |
|  |          | Plus 5.00/per page - .50 per notation                         |          | Certified Copy Additional   | \$25.20        |
|  |          | Affidavits filed with mortgage                                | \$5.00   | OTHER   |                |
|  |          | Discharge (Including recording page)                          | \$45.00  | Remote Access Fee Per Annum   | \$200/month    |
|  |          | Plus 5.00/per page - .50/per notation                         |          | Credit Card Fees + Internet fee   | \$1.35         |
|  |          | Plus \$13.50/each additional mortgage                         |          | Oath of Office  | No fee         |
|  |          | Release part of mortgaged premises (Including recording page) | \$45.00  |   |                |
|  |          | Plus 5.00/per page - .50/per notation                         |          |   |                |

### Common Department of Motor Vehicles Fees

| Civil Penalty Fees* (AKA - Insurance Lapse)     |                   |
|---|-------------------|
| First 30 days                                   | \$8 per day       |
| 31 - 60 days                                    | \$10/day + \$240  |
| 61 - 90 days                                    | \$12/day + \$540  |
| <b>License/Permit/ID Fees*</b>                  |                   |
| Original Licenses/Permits Fees*                 | \$64.25/\$120.00  |
| License Renewal (CDL)**                         | \$164.50          |
| License Renewal (Class D, DJ or Non-CDLC)**     | \$64.50/\$80.50   |
| License Renewal (Class A, B or C)**             | \$164.50/\$180.50 |
| License Renewal (Class E)**                     | \$112.50/\$128.50 |
| License Renewal (Class EM)                      | \$120.50          |
| License Renewal (Class M, MJ, DM or DJMJ)*      | \$72.50/\$88.50   |
| Non Driver ID (4 year/8 year)                   | \$9/\$13          |
| Non Driver ID (10 yr-62 or older or SSI Recip.) | \$6.50            |
| <b>Other</b>                                    |                   |
| Plate (General)                                 | \$15.00           |
| Registration (Boats - based on size)            | \$26.25/\$93.75   |
| Registration (ATV)***                           | \$12.50           |
| Registration (Snowmobile)***                    | \$100.00          |
| Registration (Trailer)                          | Based on weight   |
| Title   | \$50.00           |
| Turn in Plates                                  | \$1               |

| Registration Fees for Passenger Vehicles (On and after September 1, 2009) |            |                          |            |                          |            |
|---|------------|--------------------------|------------|--------------------------|------------|
| Weight of Vehicle (lbs.)  | 2-year Fee | Weight of Vehicle (lbs.) | 2-year Fee | Weight of Vehicle (lbs.) | 2-year Fee |
| 0000 - 1650   | \$26.00    | 3551 - 3650              | \$59.00    | 5551 - 5650              | \$107.50   |
| 1651 - 1750   | \$27.50    | 3651 - 3750              | \$61.50    | 5651 - 5750              | \$110.00   |
| 1751 - 1850   | \$29.00    | 3751 - 3850              | \$64.00    | 5751 - 5850              | \$112.50   |
| 1851 - 1950   | \$31.00    | 3851 - 3950              | \$66.50    | 5851 - 5950              | \$115.00   |
| 1951 - 2050   | \$32.50    | 3951 - 4050              | \$69.00    | 5951 - 6050              | \$117.00   |
| 2051 - 2150   | \$34.00    | 4051 - 4150              | \$71.00    | 6051 - 6150              | \$119.50   |
| 2151 - 2250   | \$35.50    | 4151 - 4250              | \$73.50    | 6151 - 6250              | \$122.00   |
| 2251 - 2350   | \$37.50    | 4251 - 4350              | \$76.00    | 6251 - 6350              | \$124.50   |
| 2351 - 2450   | \$39.00    | 4351 - 4450              | \$78.50    | 6351 - 6450              | \$127.00   |
| 2451 - 2550   | \$40.50    | 4451 - 4550              | \$81.00    | 6451 - 6550              | \$129.50   |
| 2551 - 2650   | \$42.00    | 4551 - 4650              | \$83.50    | 6551 - 6650              | \$131.50   |
| 2651 - 2750   | \$43.50    | 4651 - 4750              | \$85.50    | 6651 - 6750              | \$134.00   |
| 2751 - 2850   | \$45.50    | 4751 - 4850              | \$88.00    | 6751 - 6850              | \$136.50   |
| 2851 - 2950   | \$47.00    | 4851 - 4950              | \$90.50    | 6851 - 6950              | \$139.00   |
| 2951 - 3050   | \$48.50    | 4951 - 5050              | \$93.00    | 6951 or more             | \$140.00   |
| 3051 - 3150   | \$50.00    | 5051 - 5150              | \$95.50    |                          |            |
| 3151 - 3250   | \$52.00    | 5151 - 5250              | \$98.00    |                          |            |
| 3251 - 3350   | \$53.50    | 5251 - 5350              | \$100.50   |                          |            |
| 3351 - 3450   | \$55.00    | 5351 - 5450              | \$102.50   |                          |            |
| 3451 - 3550   | \$56.50    | 5451 - 5550              | \$105.00   |                          |            |

\*Fees based on gross weight (Annual = \$.81/100 lbs)

| Registration Fees for Commercial Vehicles* |            |                          |            |
|--|------------|--------------------------|------------|
| Weight of Vehicle (lbs.)                   | 2-year Fee | Weight of Vehicle (lbs.) | 2-year Fee |
| 000 - 500                                  | \$7.20     | 9,001 - 9,500            | \$ 137.00  |
| 501 - 1,000                                | \$14.40    | 9,501 - 10,000           | \$ 144.00  |
| 1,001 - 1,500                              | \$21.60    | 10,001 - 10,500          | \$ 151.00  |
| 1,501 - 2,000                              | \$28.80    | 10,501 - 11,000          | \$ 158.50  |
| 2,001 - 2,500                              | \$36.00    | 11,001 - 11,500          | \$ 165.50  |
| 2,501 - 3,000                              | \$43.20    | 11,501 - 12,000          | \$ 173.00  |
| 3,001 - 3,500                              | \$50.40    | 12,001 - 12,500          | \$ 180.00  |
| 3,501 - 4,000                              | \$57.60    | 12,501 - 13,000          | \$ 187.00  |
| 4,001 - 4,500                              | \$64.80    | 13,001 - 13,500          | \$ 194.50  |
| 4,501 - 5,000                              | \$72.00    | 13,501 - 14,000          | \$ 201.50  |
| 5,001 - 5,500                              | \$79.20    | 14,001 - 14,500          | \$ 209.00  |
| 5,501 - 6,000                              | \$86.40    | 14,501 - 15,000          | \$ 216.00  |
| 6,001 - 6,500                              | \$93.60    | 15,001 - 15,500          | \$ 223.00  |
| 6,501 - 7,000                              | \$100.80   | 15,501 - 16,000          | \$ 230.50  |
| 7,001 - 7,500                              | \$108.00   | 16,001 - 16,500          | \$ 237.50  |
| 7,501 - 8,000                              | \$115.20   | 16,501 - 17,000          | \$ 245.00  |
| 8,001 - 8,500                              | \$122.40   | 17,001 - 17,500          | \$ 252.00  |
| 8,501 - 9,000                              | \$129.60   | 17,501 - 18,000          | \$ 259.00  |

\* Based on gross weight (Annual = \$3.60/500 lbs)

\*See [www.NYS DMV.com](http://www.NYS DMV.com) public website for more details.

\*\*If also Class DM, e.g., add \$8 to renewal fee

\*\*\*Fees vary based on membership in trail organizations

| Vehicle Use Taxes for Passenger Vehicles             |  |
|--|--|
| for All Original Registrations and Renewals          |  |
| Broome - For passenger vehicles that weight 3500 lbs |  |
| \$10 for two years (\$5/year)                        |  |
| For passenger vehicles that weigh 3501 or more       |  |
| \$20 for two years (\$10/year)                       |  |

| Vehicle Use Taxes for Commercial Vehicles   |  |
|---|--|
| for All Original Registrations and Renewals |  |
| Broome - \$20 for two years (\$10/year)     |  |

**Broome County Health Department  
Environmental Health Services Division  
Fee Schedule**

| <b>PERMITS</b>                      | <b>Fee</b>  | <b>PLAN REVIEW</b>           | <b>Fee</b>  |
|-------------------------------------|-------------|------------------------------|-------------|
| <b>FOOD SERVICE</b>                 |             |                              |             |
| Seats <100                          | \$ 119.00   | Food Service                 | \$ 30.00    |
| Seats >99                           | \$ 238.00   | Pools/Beaches                | \$ 250.00   |
| Delicatessen                        | \$ 155.00   | Spa                          | \$ 200.00   |
| Commissary/Caterer                  | \$ 321.00   | Hotels/Motels/Room           | \$ 15.00    |
| Temporary Food Seasonal             | \$ 45.00    | Traver Trailer Camp/Site     | \$ 10.00    |
| Temporary Food (7 days)             | \$ 20.00    | Mobile Home Parks/Site       | \$ 25.00    |
| <b>POOLS/BEACHES</b>                |             | Children's Camps             | \$ 400.00   |
| Bathers 100                         | \$ 155.00   | Individual Sewage Systems    |             |
| Bathers more than 100               | \$ 309.00   | New Construction             | \$ 50.00    |
|                                     |             | Existing Construction        | \$ 190.00   |
| <b>HOTELS/MOTELS</b>                |             | Commercial Engineering Plan  | \$ 75.00    |
| Base Fee                            | \$ 203.00   | Mass Gatherings              | \$26,000.00 |
| Room Fee (20 or more)               | \$ 15.00    |                              |             |
| <b>MOBILE HOME PARKS (Base Fee)</b> |             | <b>LAND DEVELOPMENT/SITE</b> |             |
| Sites: 1 - 20                       | \$ 215.00   | Private Water/Private Sewer  | \$ 40.00    |
| Sites: 21 - 40                      | \$ 285.00   | Private Sewer/Public Water   | \$ 30.00    |
| Sites: 41 - 75                      | \$ 835.00   | Private Water/Public Sewer   | \$ 20.00    |
| Sites 76 and above                  | \$ 1,075.00 | New Public Water/Sewer       | \$ 15.00    |
|                                     |             | Existing Public Water/Sewer  | \$ 12.50    |
| <b>PRIVATE WATER (Surcharge)</b>    |             | <b>COMMUNITY WATER</b>       |             |
| Sites: 41-75                        | \$ 60.00    | New Source                   | \$ 500.00   |
| Sites 76 and above                  | \$ 120.00   | Distribution                 | \$ 250.00   |
| <b>PRIVATE SEWAGE (Surcharge)</b>   |             | <b>MISCELLANEOUS</b>         |             |
| Sites 41-75                         | \$ 60.00    | Record Search/Page           | 0.25        |
| Sites 76 and above                  | \$ 120.00   | Environmental Record Search  | \$ 150.00   |
| <b>TRAVEL TRAILER</b>               |             |                              |             |
| Base Fee                            | \$ 60.00    |                              |             |
| Per Site                            | \$ 1.00     |                              |             |
| <b>CHILDREN'S CAMPS</b>             |             |                              |             |
|                                     | \$ 100.00   |                              |             |



**Maternal Child Health and Development Division  
Fee Schedule**

|                                    | <b>Fee</b> |
|------------------------------------|------------|
| Medication Administration Training | \$100.00   |

**Clinic Division  
Fee Schedule**

| <b>Visit Type</b>  | <b>Fee</b>                |
|--|---------------------------|
| <b>Extended</b>  |                           |
| Initial Pre-Employment Physical Examination                      | \$ 110.00                 |
| TB MD Visit  | \$ 110.00                 |
| STD Screen (Physician/Clinician)                                 | \$ 110.00                 |
| <b>Intermediate</b>  |                           |
| Employee Health Services (Physician/Clinician)                   | \$ 80.00                  |
| Travel Immunization  | \$ 80.00 (+ vaccine cost) |
| HIV Pre and Post Test Combined                                   | \$ 80.00                  |
| <b>Limited</b>   |                           |
| TB Repeat Physician Visit/Directly Observed Therapy              | \$ 50.00                  |
| EKG Evaluation (Employee Health)                                 | \$ 50.00                  |
| Wart Treatment   | \$ 50.00                  |
| HIV Pre-Test   | \$ 50.00                  |
| HIV Post-Test Counseling - Positive or Reactive                  | \$ 50.00                  |
| Group Travel (groups of ten or more)                             | \$ 50.00                  |
| <b>Brief</b>   |                           |
| TB Medication Refills (Nurse/Directly Observed Therapy)          | \$ 35.00                  |
| Brief Nurse Visit  | \$ 35.00                  |
| Education and Counseling   | \$ 35.00                  |
| Other Non-Designated STD Services                                | \$ 35.00                  |
| HIV Post-Test (negative)   | \$ 35.00                  |
| <b>Minimal</b>   | \$ 25.00                  |
| Vaccine Administration (plus vaccine cost if not state supplied) |                           |
| single dose  | \$ 17.00                  |
| multiple dose  | \$ 25.00                  |
| Mass Flu   | \$ 14.32                  |
| Mass Pneumonia   | \$ 18.13                  |
| Lead Screening   | \$ 25.00                  |
| Immunization History Alone                                       | \$ 25.00                  |

| <b>*Additional Charges (if not part of physical exam)</b> |    |        |
|---|----|--------|
| Gram Stain (if not part of STD screen)                    | \$ | 10.00  |
| KOH   | \$ | 10.00  |
| Urinalysis Micro (STD)                                    | \$ | 10.00  |
| Vision Screen   | \$ | 10.00  |
| Wet Prep  | \$ | 10.00  |
| Hearing Screen  | \$ | 15.00  |
| Blood Pressure  | \$ | 5.00   |
| Destruction of Lesions (i.e, venereal warts)              | \$ | 50.00  |
| Pulmonary Function Test with Interpretation               | \$ | 50.00  |
| Mantoux Test  | \$ | 10.00  |
| Mantoux Assessment  | \$ | 10.00  |
| Hemoglobin  | \$ | 5.00   |
| Urinalysis Dipstick                                       | \$ | 5.00   |
| Flu Vaccine   | \$ | 13.22  |
| MMR (adult)   | \$ | 45.00  |
| Tetanus (adult)   | \$ | 19.00  |
| Pneumovac   | \$ | 29.73  |
| Hepatitis A (for chronic Hepatitis patients)              | \$ | 21.00  |
| Hepatitis B (adult)                                       | \$ | 27.00  |
| Varicella (adult)   | \$ | 75.00  |
| Meningococcal Vaccine (for college students)              | \$ | 91.00  |
| Travel  |    |        |
| Typhoid Vaccine   | \$ | 43.00  |
| Yellow Fever Vaccine                                      | \$ | 71.00  |
| Polio (adult, only used for travel in adults)             | \$ | 23.00  |
| Rabies  | \$ | 147.00 |
| HIV Rapid Lab Test  | \$ | 50.00  |
| Venipuncture  | \$ | 10.00  |
| <b>NYS Cancer Services Program</b>                        |    |        |
| Assessment, education and CBE                             | \$ | 34.00  |
| Assessment, education & Pelvic Exam with Pap Tes          | \$ | 34.00  |

Sliding fee scale for all patients, except travel and out-of-county, which are full fee. Rates are based on Medicare Physician Fee Schedule. Vaccines that are not state supplied are charged at full cost of vaccine and may be subject to change.

Vaccine and administration rates are determined based on actual costs, Medicare and provider rates and may be subject to change. Laboratory costs are based on contracted services and laboratory costs may change with contract renewals.

### Landfill Tip Fee Breakdown

| Tipping Fees                         |           | \$40 per ton             |
|--------------------------------------|-----------|--------------------------|
| Asbestos (A)                         | \$ 100.00 | \$4 minimum residents    |
| Asbestos Bulk                        | \$ 60.00  | \$4 minimum commercial   |
| Auto Fluff (AF)                      | \$ 15.00  | \$10 minimum Freon Units |
| Incinerator Ash                      | \$ 15.00  |                          |
| Residential Aggregates (AG)          | \$ 45.00  |                          |
| Animal Waste (AW)                    | \$ 100.00 |                          |
| Compost Bing (BIN)                   | \$ 45.00  |                          |
| Construction & Demo Debris ©         | \$ 40.00  |                          |
| AG / AS Construction (CA) (non-Fri)  | \$ 40.00  |                          |
| Contaminated Debris (CD)             | \$ 40.00  |                          |
| Contaminated Soil (CS)               | \$ 27.00  |                          |
| Contaminated Soil Bury (CSB)         | \$ 27.00  |                          |
| Contaminated Commercial Garbage (CX) | \$ 40.00  |                          |
| Ditch Dirt (DD)                      | \$ -      |                          |
| Flood Debris (FD)                    | \$ -      |                          |
| Glass Aggregate #1 (GL1)             | \$ 2.00   |                          |
| Glass Aggregate #2 (GL2)             | \$ 4.00   |                          |
| Municipal Cleanup Construction (MCC) | \$ 40.00  |                          |
| Municipal Cleanup Garbage (MCX)      | \$ 40.00  |                          |
| Municipal Cleanup Tires (MCT)        | \$ 125.00 |                          |
| Pallets (P)                          | \$ 45.00  |                          |
| Grit/Sludge (S)                      | \$ 40.00  |                          |
| Stabilized Sludge/Grit (SG)          | \$ 37.50  |                          |
| Tree Stumps (ST)                     | \$ 40.00  |                          |
| Tires (T)                            | \$ 125.00 |                          |
| Car Tire (T1)                        | \$ 1.75   |                          |
| Truck Tire (T2)                      | \$ 7.00   |                          |
| Safety Vest (V)                      | \$ 5.00   |                          |
| Commercial Garbage (X)               | \$ 40.00  |                          |
| Leaf & Yard Waste (Y)                | \$ 20.00  |                          |

**BROOME COUNTY MENTAL HEALTH DEPARTMENT  
SELF-PAY SLIDING SCALE**

Per Visit

| <b>HOUSEHOLD<br/>GROSS INCOME</b> | <b>FAMILY<br/>SIZE<br/>1</b> | <b>FAMILY<br/>SIZE<br/>2</b> | <b>FAMILY<br/>SIZE<br/>3</b> | <b>FAMILY<br/>SIZE<br/>4</b> | <b>FAMILY<br/>SIZE<br/>5</b> | <b>FAMILY<br/>SIZE<br/>6</b> | <b>FAMILY<br/>SIZE<br/>7+</b> |
|-----------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|-------------------------------|
| Medicaid Eligible                 | \$0                          | \$0                          | \$0                          | \$0                          | \$0                          | \$0                          | \$0                           |
| Under \$8,000                     | \$5                          | \$5                          | \$5                          | \$5                          | \$5                          | \$5                          | \$5                           |
| 8,000 - 9,999                     | \$10                         | \$5                          | \$5                          | \$5                          | \$5                          | \$5                          | \$5                           |
| 10,000 - 11,999                   | \$15                         | \$10                         | \$5                          | \$5                          | \$5                          | \$5                          | \$5                           |
| 12,000 - 13,999                   | \$20                         | \$15                         | \$10                         | \$5                          | \$5                          | \$5                          | \$5                           |
| 14,000 - 15,999                   | \$25                         | \$20                         | \$15                         | \$10                         | \$5                          | \$5                          | \$5                           |
| 16,000 - 17,999                   | \$30                         | \$25                         | \$20                         | \$15                         | \$10                         | \$5                          | \$5                           |
| 18,000 - 19,999                   | \$35                         | \$30                         | \$25                         | \$20                         | \$15                         | \$10                         | \$5                           |
| 20,000 - 21,999                   | \$40                         | \$35                         | \$30                         | \$25                         | \$20                         | \$15                         | \$10                          |
| 22,000 - 23,999                   | \$45                         | \$40                         | \$35                         | \$30                         | \$25                         | \$20                         | \$15                          |
| 24,000 - 25,999                   | \$50                         | \$45                         | \$40                         | \$35                         | \$30                         | \$25                         | \$20                          |
| 26,000 - 27,999                   | \$55                         | \$50                         | \$45                         | \$40                         | \$35                         | \$30                         | \$25                          |
| 28,000 - 29,999                   | \$60                         | \$55                         | \$50                         | \$45                         | \$40                         | \$35                         | \$30                          |
| 30,000 - 34,999                   | \$65                         | \$60                         | \$55                         | \$50                         | \$45                         | \$40                         | \$35                          |
| 35,000 - 39,999                   | \$70                         | \$65                         | \$60                         | \$55                         | \$50                         | \$45                         | \$40                          |
| 40,000 - 44,999                   | \$75                         | \$70                         | \$65                         | \$60                         | \$55                         | \$50                         | \$45                          |
| 45,000 - 49,999                   | \$80                         | \$75                         | \$70                         | \$65                         | \$60                         | \$55                         | \$50                          |
| 50,000 - 54,999                   | \$85                         | \$80                         | \$75                         | \$70                         | \$65                         | \$60                         | \$55                          |
| 55,000 - 64,999                   | \$90                         | \$85                         | \$80                         | \$75                         | \$70                         | \$65                         | \$60                          |
| 65,000 - 69,999                   | \$95                         | \$90                         | \$85                         | \$80                         | \$75                         | \$70                         | \$65                          |
| 70,000 and Over                   | \$95                         | \$90                         | \$90                         | \$85                         | \$80                         | \$75                         | \$70                          |

**Broome County Office for Aging  
2010 Fees & Contributions Update**

|                              | 2010 fees      | 2010 Suggested Contribution | Comments                             |
|------------------------------|----------------|-----------------------------|--------------------------------------|
| Congregate Meals             |                | \$3.00                      | Meals served at senior centers       |
| Home Delivered Meals         |                | \$3.00                      | Meals on Wheels                      |
| LTHHC Home Delivered Meals   | \$4.50         |                             | Meals on Wheels -LTHHC clients       |
| LTHHC Congregate Meals       | \$3.75         |                             | Meals served at senior centers-LTHHC |
| Adult Day Care               |                | \$18.00                     | One 7-hour day of service            |
| Adult Day Care - Private Pay | \$42.00        |                             | One 7-hour day of service            |
| Adult Day Care - LTHHC       | \$40.00        |                             | One 7-hour day of service            |
| Transportation               |                | \$1.25                      | One one-way ride                     |
| EISEP (Contribution)         |                | \$1.50-\$4.00 /hour         | one hour of personal care service    |
| EISEP (Cost share)           | Set by NYS     |                             | one hour of personal care service    |
| Senior News Ads              | some increases |                             | Business advertisements              |
| Sr. News Sub./Misc           |                | \$8.00 annually             | 12 monthly issues of "Senior News"   |
| Respite                      |                | \$10-\$35/day               | 4 hours of caregiver respite service |

August-09

## Broome County GIS Mapping and Data Fee Schedule

### Department of Planning & Economic Development

#### Maps and Projects

*-Maps printed and/or supplied as a non-georeferenced digital image (PDF, etc.)*

#### Map Size\*\*

| <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\*\*\*

#### Product:

|                          |         | <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 page for accident reports        |  |                                   |
| Other Public Safety Income                  |  |  |                                   |
| 5th Avoidable Alarm                         | \$25.00                                  |  |                                   |
| 6th and up                                  | \$50.00                                  |  |                                   |
| Sheriff ID Fees                             | \$10.00                                  |  |                                   |
| Pistol Permits                              | \$10.00 (County's portion per Penal Law) |  |                                   |
| Felony Prisoners                            | \$40.00 per day for parole violators     |  |                                   |
| State Readies                               | \$40.00 per day                          |  |                                   |
| Other Local Governments                     | \$85.00 base rate per day inmate house   |  |                                   |
|   | \$200.00 Medical per day inmate house    |  |                                   |
|   | \$150.00 Special housing per day         |  |                                   |
| US Marshall Jail Facility                   | \$97.00 per day                          |  |                                   |
| Sheriff Fees                                |  | MILEAGE CHART  |                                   |
| INCOME EXECUTION - 1ST STAGE                | \$37.00                                  | AIRPORT  | \$17.00 MAINE \$20.00             |
|   |  | CASTLE CREEK   | \$14.00 MARATHON \$35.00          |
| INCOME EXECUTION - 2ND STAGE                | \$37.00                                  | CENTER VILLAGE   | \$26.00 MCCLURE \$30.50           |
| INCOME EXECUTION - 2ND STAGE ONLY           | \$37.00                                  | CHENANGO BRIDGE  | \$8.50 MURPHY ROAD \$12.00        |
| PROPERTY EXECUTION LEVY                     | \$ 90.00*                                | CHENANGO FORKS   | \$16.00 NANTICOKE \$26.00         |
| PROPERTY EXECUTION / SALE - DEPOSIT         | \$350.00                                 | CITY OF BINGHAMTON   | \$6.00 NINEVEH \$28.00            |
| PROPERTY EXECUTION REAL PROPERTY DEPOSIT    | \$550.00                                 | COLESVILLE ROAD  | \$16.50 NORTH SANFORD \$33.00     |
|   |  | CONKLIN  | \$12.00 PORT CRANE \$13.00        |
| POSTINGS OF NOTICE OF SALE                  | \$15.00*                                 | CONKLIN FORKS  | \$14.00 PORT DICKINSON \$6.00     |
| SUMMONS (WITH COMPLAINT, NOTICE & PETITION) | \$15.00*                                 | CORBETTSVILLE  | \$16.50 PIERCE CREEK RD \$12.00   |
| INFORMATION SUBPOENA                        | \$45.00*                                 | DAMASCUS   | \$29.00 RICHFORD \$30.50          |
| SUBPOENA (DUCES TECUM)                      | \$15.00*                                 | DEPOSIT  | \$34.00 ROSS CORNERS \$14.00      |
| CITATION                                    | \$15.00*                                 | EAST MAINE   | \$20.00 SANITARIA SPRINGS \$16.00 |
| 3 DAY NOTICE OR 30 DAY NOTICE TO TENANT     | \$22.00*                                 | ENDICOTT   | \$12.00 TRACEY CREEK RD \$16.50   |
| SHOW CAUSE ORDER                            | \$45.00*                                 | ENDWELL  | \$9.50 TRIANGLE \$29.00           |
| NOTICE OF MOTION                            | \$45.00*                                 | GLEN AUBREY  | \$23.50 TUNNEL RD \$23.50         |
| WRIT OF HABEAS CORPUS (CONTEMPT ORDER)      | \$45.00*                                 | GLENDALE   | \$14.00 UNION CENTER \$15.50      |
| ORDER/WARRANT OF ARREST                     | \$65.00*                                 | HARPURSVILLE   | \$24.50 VESTAL CENTER \$19.50     |
| ANY OTHER MANDATE ORDERS                    | \$45.00*                                 | HAWLEYTON  | \$12.00 VESTAL \$14.00            |
| ORDER OF SEIZURE                            | \$90.00*                                 | JOHNSON CITY   | \$7.00 WEST CORNERS \$13.00       |
| ADDITIONAL DEFENDANT SERVED                 | \$40.00                                  | KATTELVILLE ROAD   | \$13.00 WHITNEY POINT \$26.00     |
| WITH SUMMONS AND COMPLAINT                  | \$15.00                                  | KILLAWOG   | \$30.50 WINDSOR \$26.00           |
| EACH ADDITIONAL SERVICE                     | \$15.00                                  | KIRKWOOD   | \$13.00                           |
| ORDER OF ATTACHMENT                         | \$85.00*                                 | LISLE  | \$28.00                           |
| 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      | \$7.00*                                  |  |                                   |
| ADDITIONAL TENANT                           | \$15.00                                  |  |                                   |
| WARRANT OF EVICTION                         | \$112.00*                                |  |                                   |
| ADDITIONAL TENANT                           | \$30.00                                  |  |                                   |
|   |  | *Additional Fee for serving incarcerated individual \$5.00 |                                   |

## 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   |  |        |



## Broome County Fee Schedule

| GREATER BINGHAMTON AIRPORT      |                   | FRONT STREET DOG SHELTER          |   |
|---------------------------------|-------------------|-----------------------------------|---|
| <b>Short Term Parking Rates</b> |                   | <b>Adoption Fee</b>               | \$205.00  |
| First Fifteen Minutes           | Free              | <b>Redemption Fees:</b>           |   |
| 16 Minutes through 60 Minutes   | \$ 1.25           | First Impoundment                 | \$42 first 24 hours<br>\$5 each additional or part of 24 hours day 2 & 3<br>\$10 day 4 +  |
| Second - Fifth Hour             | \$ 1.50 per hour  | Second Impoundment                | \$52 first 24 hours<br>\$5 each additional or part of 24 hours day 2 & 3<br>\$10 day 4 +  |
| After Fifth Hour                | \$ 1.75 per hour  | Third Impoundment                 | \$63 first 24 hours<br>\$5 each additional or part of 24 hours day 2 & 3<br>\$10 day 4 +  |
| Maximum Daily                   | \$ 9.00 per day   |                                   |   |
| Maximum Weekly                  | \$ 45.00 per week |                                   |   |
| <b>Long Term Rates</b>          |                   |                                   |   |
| First & Second Hour             | \$ 1.50 per hour  |                                   |   |
| After Three Hours               | \$ 2.00 per hour  |                                   |   |
| Maximum Daily                   | \$ 7.00 per day   |                                   |   |
| Maximum Weekly                  | \$ 35.00 per week |                                   |   |
| WILLOW POINT NURSING HOME       |                   | <b>Emergency Boarding</b>         | \$21/day for single dog      Max 30 days<br>\$18/day for multiple dogs      Max 30 days   |
| Semi-private Room Daily Rate    | \$ 240.00         | <b>Prearranged Boarding</b>       | \$21/day for single dog<br>+ \$2 for food if not provided by owner<br><br>\$18/day for multiple dogs<br>+ \$2/dog for food if not provided by owner |
| Plus: NYS Assessment (6%)       | \$ 14.40          |                                   |   |
| Total                           | \$ 254.40         |                                   |   |
| Private Room Daily Rate         | \$ 250.00         |                                   |   |
| Plus: NYS Assessment (6%)       | \$ 15.00          |                                   |   |
| Total                           | \$ 265.00         |                                   |   |
| Cable Television (per month)    | \$ 5.00           | <b>Bath Fee</b>                   | \$16  |
| Guest Meals:                    |                   | <b>Accepting Unwanted Dogs:</b>   |   |
| Regular                         | \$ 3.50           | Owners outside Broome County      | \$30/ adoptable dog   |
| Holiday                         | \$ 6.50           | Dog adopted from other shelter    | \$30/ adoptable dog   |
| Hair Care Price List:           |                   | <b>Owner Requested Euthanasia</b> | \$40/per dog  |
| Haircut - Man's                 | \$ 6.75           | <b>Vaccination Fee</b>            | \$42/redeemed or unredeemed   |
| Haircut - Woman's               | \$ 9.25           |                                   |   |
| Shampoo & Set                   | \$ 9.50           |                                   |   |
| Permanent                       | \$ 25.00          |                                   |   |
| Conditioner                     | \$ 2.00           |                                   |   |
| Tint or Six Week Color          | \$ 19.00          |                                   |   |
| Six Week Rinse                  | \$ 10.00          |                                   |   |
| Shampoo                         | \$ 3.50           |                                   |   |
| Color Rinse                     | \$ 1.25           |                                   |   |

## Broome County Fee Schedule

| Civil Service Exams  |                 |             |
|--|-----------------|-------------|
| Open-competitive   | \$              | 15.00       |
| Promotional  | \$              | 7.50        |
| Uniformed OC   | \$              | 25.00       |
| Uniformed Prom   | \$              | 12.50       |
| *Unemployed DSS recipients who are primarily responsible for their household may receive waivers |                 |             |
| Legislature  |                 |             |
| Directory of County, Town and Village Officials  | First, free.    | \$3.00      |
|  | each additional |             |
| Freedom of Information Request   |                 | \$ .25/page |
| FOI CD   |                 | \$2.00      |
| FOI Photograph (Polaroid)  |                 | \$2.00      |
| FOI Digital Photograph (Standard Paper)  |                 | \$0.28      |
| FOI Digital Photograph (photographic paper)  |                 | \$0.50      |
| Budget Book (hard copy)  |                 | \$20.00     |
| Budget Book (CD)   |                 | \$2.00      |
| Capital Improvement Program  |                 | \$3.50      |
| Real Property  |                 |             |
| Small Maps   | \$              | 3.00        |
| Large Maps   | \$              | 5.00        |
| Planametric Map:   |                 |             |
| Small Maps   | \$              | 3.00        |
| Large Maps   | \$              | 5.00        |
| Full County Maps-Disk  | \$              | 500.00      |
| 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        |

| Real Property Tax Bill Processing Charges |    |              |
|---|----|--------------|
| Maintenance                               | \$ | 0.80         |
| Paper                                     | \$ | 0.05         |
| Folding                                   | \$ | 0.05         |
| Stuffing                                  | \$ | 0.07         |
| Sealing                                   | \$ | 0.07         |
| Printing                                  | \$ | 0.08         |
| Additional Insert                         | \$ | 0.07         |
| 911 Emergency Services                    |    |              |
| Wireline phones                           |    | \$ .35/month |
| Wireless phones                           |    | \$ .30/month |
| Public Transportation (Bus Fees)          |    |              |
| Peak                                      | \$ | 1.50         |
| Off Peak                                  | \$ | 0.75         |
| Transfers                                 | -  |              |
| Seniors and disabled (Off Peak)           | \$ | 0.75         |
| 1 Ride Pass (22 for \$25)                 | \$ | 30.00        |
| 12 Ride Pass                              | \$ | 15.00        |
| 31-day Pass (Unlimited)                   | \$ | 52.50        |
| Student Pass (31-day)                     | \$ | 33.00        |
| Seniors & Disabled (31-day)               | \$ | 33.00        |
| BC Country                                | \$ | 3.00         |
| BC Country Seniors & Disabled             | \$ | 2.00         |
| BC Lift                                   | \$ | 2.50         |
| Public Defender                           |    |              |
| Court Ordered Revenue                     |    |              |
| Misdemeanors                              |    | \$65/hour    |
| Felonies                                  |    | \$75/hour    |
| Parole Matters                            |    | \$75/hour    |

| Broome County Library                        |          |                 |
|--|----------|-----------------|
| Overdues                                     |          |                 |
| Adult materials                              |          | .10/day/item    |
| Print  |          | .10/day/item    |
| CDs  |          | .10/day/item    |
| Books on tape                                |          | .10/day/item    |
| Interlibrary loan (ILL)                      |          | \$ .50/day/item |
| VC/DVD                                       |          | \$2.00/day/item |
| Children's materials                         |          | .10/day/item    |
| Print  |          | .10/day/item    |
| CDs  |          | \$ .10/day/item |
| VC/DVD                                       |          | \$2.00/day/item |
| Maximum fines                                |          |                 |
| 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                              |          | \$10.00         |
| Lost card                                    |          | \$3.00          |
| Returned check fee                           |          | \$20.00         |
| Photocopies (public machines)                |          | .25/copy        |
| Microfilm Prints                             |          | .25/copy        |
| Computer paper (for public computers)        |          | .15/sheet       |
| Room Rental (May include additional charges) |          |                 |
| Broome County Government                     |          | Free            |
| City of Binghamton                           |          | Free            |
| Profit Corporations half day                 | various* |                 |
| Profit Corporations full day                 | various* |                 |
| Non-Profit Groups half day                   | various* |                 |
| Non-Profit Groups full day                   | various* |                 |
| *depending on size of rented room            |          |                 |

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