

LOCAL LAW PERMANENT 7 of 2018
LOCAL LAW INTRO 2 OF 2018

A LOCAL LAW AMENDING SECTIONS C502 AND A503 OF
THE BROOME COUNTY CHARTER AND CODE REGARDING
THE OFFICE OF MANAGEMENT AND BUDGET

BE IT ENACTED, by the County Legislature of the County of Broome as follows:

SECTION 1. Section C502 of the Broome County Charter is amended as follows:

§ C502. Powers and duties.

The Director of Management and Budget shall:

- (A) Be the chief fiscal officer of the County and have charge of the administration of all its financial affairs.
- (B) Collect, receive, have custody of, deposit, invest and disburse all fees, revenues and other funds of the County or for which the County is responsible.
- (C) Submit to the County Legislature annually on or before the last day of April, and at such other times as such Legislature may require, a complete financial statement containing a general balance sheet for the County. In addition to the annual requirement of this section, the Director shall also submit reports required under §A503 of Article V of the Administrative Code.
- D Submit to the County Legislature and County Executive reports in such form and detail and at such time as may be prescribed by the County Legislature or County Executive.
- E Perform such other and related duties as shall be required or delegated to him by the County Executive or County Legislature.

SECTION 2. Section A503 of the Broome County Administrative Code is amended as follows:

§ A503. Statement of financial condition.

- (A) In addition to the annual report required by § C502(C) of Article V of the Charter, the Director of Management and Budget shall during the months of January, April, July and October and at such other times as the County Executive or the County Legislature may by resolution direct, submit to the County Executive, the Comptroller and the County Legislature a Fiscal Status Report. Said Fiscal Status Report shall be presented to the Finance Committee and an electronic version of the material presented shall be provided to the Clerk of the Legislature, in a format approved by the County Comptroller. Upon receipt of said Fiscal Status Report(s), the Clerk of the

County Legislature shall post them in a conspicuous location on the official Broome County website in order for the information to be accessible to the general public.

(B) In addition to the foregoing, the quarterly Fiscal Status Report shall[:] present a comparison of year-to-date actual versus budgeted versus prior year performance for each of the following:

- (1) Current year Property Tax collections
- (2) Prior year Property Tax collections
- (3) Sales Tax collections
- (4) Hotel/Motel Tax collections (total)
- (5) Casino Tax revenues
- (6) Mortgage Tax revenue (Total County share)
- (7) County Clerk and Motor Vehicle Fees
- (8) Other fees imposed by County Departments
- (9) Real Property Tax Interest and Penalties Collected
- (10) Safety Net caseload
- (11) Dollar value of Health Plan claims paid
- (12) Employee headcount by type (FT, PT, Temp)
- (13) Total cash held across all accounts (most recently available reconciled amount)
- (14) Total revenues and expenses by fund for all fund types
- (15) A list of all open capital projects, including total budget, total expenditures, outstanding encumbrances and remaining appropriations
- (16) A list of all Trust Accounts, including prior quarter ending balance, increases to, uses of and ending balance
- (17) Include such other information as the County Executive may order or the County Legislature by resolution may direct.

SECTION 3. Effective Date: This Local Law shall take effect upon filing with the Secretary of State.