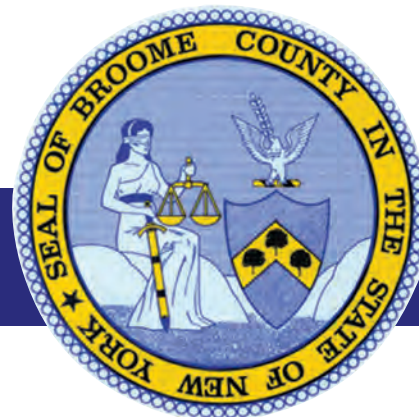


# Broome County BUDGET

*Recommended 2019*



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RESOLUTION APPROVING THE 2019-2024 CAPITAL IMPROVEMENT PROGRAM

RESOLVED, that the 2019 Capital Budget and the 2019-2024 Capital Improvement Program as accompanying the tentative budget for 2019, and as corrected and amended, is hereby approved and adopted as the 2019 Capital Budget and the 2019-2024 Capital Improvement Program for the County of Broome, and be it

FURTHER RESOLVED, that the Director of the Office of Management and Budget be and hereby is authorized, empowered, and directed to correct any modifications, changes, additions, and/or typographical errors not effecting the substance of the capital budget and capital program, and that the Director of the Office of Management and Budget is further directed, after making such corrections, to file the same with the Clerk of the County Legislature and to furnish said Clerk with 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 \_\_\_th day of \_\_\_November\_\_\_, 2018, 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 fifteen members.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Legislature this \_\_\_ day of \_\_\_\_\_, 2018.

Date sent to County Executive \_\_\_\_\_

Approved \_\_\_\_\_

County Executive

\_\_\_\_\_

Clerk, County Legislature

County of Broome

Date \_\_\_\_\_, 20\_\_.

RESOLUTION MAKING APPROPRIATIONS FOR THE CONDUCT OF THE BROOME COUNTY GOVERNMENT FOR FISCAL YEAR 2019

WHEREAS, this County Legislature, by an accompanying Resolution xxx of 2018, has adopted a budget for fiscal year 2019, 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 2019 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, 2019, 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 Director of the Office of Management and Budget 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 Director of the Office of Management and Budget 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.

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 th day of November, 2018, 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 fifteen members.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Legislature this \_\_\_\_ day of \_\_\_\_\_, 2018.

Date sent to County Executive \_\_\_\_\_

Approved \_\_\_\_\_

County Executive

\_\_\_\_\_

Clerk, County Legislature

County of Broome

Date \_\_\_\_\_, 20\_\_\_\_.



## 2018 Broome County Administration

### County Executive's Office

Jason T. Garnar	County Executive
Kevin M. McManus	Deputy County Executive
Haley McCrory	Executive Assistant to the County Executive
Colleen Wagner	Executive Assistant to the County Executive
Faith Vavra	Secretary to Deputy County Executive
Kathleen Keefe	Administrative Assistant to the County Executive
Christina Cramer	Administrative Assistant to the County Executive

### Office of Management & Budget

Jerome Z. Knebel	Director, Office of Management & Budget
	Deputy Director

### Elected and Appointed Officials

Daniel J. Reynolds	Chairman, Legislature
Joseph A. Mihalko	County Clerk
Stephen K. Cornwell	District Attorney
David E. Harder	Sheriff
Aaron M. Martin	Clerk, Legislature
Alex J. McLaughlin	Comptroller, Audit & Control
Oliver N. Blaise III, Esq.	Commissioner, Elections
Philip Grommet, Esq.	Commissioner, Elections
John C. Prindle, MD	Coroner
Dr. Kevin Drumm	President, SUNY Broome Community College

### Heads of County Departments

David W. Hickling	Commissioner, Aviation
Lisa Schuhle	Director, Office for Aging
Sara J. Liu	Director, Employment & Training
Michael A. Ponticiello	Director, Emergency Services
Rebecca A. Kaufman	Director, Health
	Director, Information Technology
Robert Behnke	County Attorney, Law
Lisa S. Wise	Director, Library
Thomas H. Behan	Personnel Officer
Frank J. Evangelisti	Director, Planning
Lorraine S. Wilmot	Director, Probation
Michael T. Baker	Public Defender, Acting
Leslie G. Boulton	Commissioner, Public Works, Parks, Recreation & Youth Services
	Director, Purchasing
David C. Hamlin	Director, Real Property Tax Services
Thomas Dellapenna, Jr.	Risk Manager, Risk & Insurance
Nancy J. Williams	Acting Commissioner of Social Services and Mental Health
Gregory Kilmer	Commissioner, Public Transportation
Christopher H. Marion	Coordinator, BC STOP-DWI
Brian J. Vojtisek	Director, Veterans' Services
Ryan LaClair	Administrator, Willow Point Nursing Home
Elizabeth C. Woidt	Director, Parks Recreation & Youth Services
Christopher H. Marion	Manager, Arena/Forum
James Dadamio	Director, Security

# Broome County Legislature

2018

## Elected Officials

### Legislative District

	<u>Legislator</u>
1	Stephen J. Flagg
2	Scott D. Baker
3	Kelly F. Wildoner
4	Daniel D. Reynolds
5	Daniel J. Reynolds
6	Greg W. Baldwin
7	Matthew J. Pasquale
8	Jason E. Shaw
9	Ronald J. Keibel
10	Cindy L. O'Brien
11	Ron Heebner
12	Michael P. Sopchak
13	Bob Weslar
14	Mary A. Kaminsky
15	Mark R. Whalen

## Administrative Staff

Aaron M. Martin
Clerk of the Legislature
Carol L. Hall
Deputy Clerk
Michael V. Tanzini
Second Deputy Clerk
Robert J. O'Donnell
Legislative Assistant
Joseph J. Bertoni
Legislative Assistant



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## Budget Message

A copy of the Budget Message can be  
obtained by contacting the  
Legislative Clerk at 778-2131

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## Summary by Fund

2015 - 2019

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Summary by Fund  
2019 Recommended

	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
<u>General Fund</u>				
General Operating Departments	\$124,093,112	\$126,492,221	\$ -	\$ (2,399,109)
Social Services	120,283,933	59,077,089	-	61,206,844
<u>Enterprise Funds</u>				
Aviation	3,702,458	2,135,548	-	1,566,910
Public Transportation	12,254,678	11,203,031	-	1,051,647
Solid Waste Management	9,234,936	9,282,844	(47,908)	-
Willow Point Nursing Home	31,949,956	31,949,956	-	-
<u>Internal Service Funds</u>				
Central Food and Nutrition	5,160,270	5,160,270	-	-
Fleet Management	1,290,026	1,241,534	48,492	-
Health Insurance	53,484,686	49,700,338	3,784,348	-
Risk Management	2,309,052	2,309,052	-	-
Workers Compensation	3,900,506	3,900,506	-	-
<u>Special Revenue Funds</u>				
County Library	1,959,719	847,162	-	1,112,557
Road Machinery	2,637,212	92,438	-	2,544,774
County Road	10,732,048	4,100,207	-	6,631,841
Veterans' Arena	1,748,590	823,542	-	925,048
Enjoie Golf Course	1,086,958	1,087,542	(584)	-
<u>Total All Funds</u>	<u>385,828,140</u>	<u>\$309,403,280</u>	<u>\$3,784,348</u>	<u>\$72,640,512</u>
<u>Provision for Uncollected Taxes</u>				<u>\$700,000</u>
<u>Total Property Tax Levy</u>				<u>\$73,340,512</u>

	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
2018 Totals	\$374,495,750	\$297,778,550	\$3,711,633	\$73,705,567
2019 Change from 2018 in dollars	11,332,390	11,624,730	72,715	(365,055)
2019 Change from 2018 as percentage	3.03%	3.90%	1.96%	-0.50%

	2018	2019	Change (in Dollars)	Change (as Percentage)
Real Property Full Value	\$ 9,714,729,107	\$ 9,775,792,818	\$ 61,063,711	0.629%
Full Value Tax Rate	7.59	7.50	(0.08)	-1.117%
Real Property Taxable Value	\$ 5,710,293,144	\$ 5,708,230,663	\$ (2,062,481)	-0.036%
Taxable Value Tax Rate	12.91	12.85	(0.06)	-0.459%

**Summary by Fund  
2018 Adopted Budget**

	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
<u>General Fund</u>				
General Operating Departments	\$120,556,881	\$121,247,401	\$ -	\$ (690,520)
Social Services	116,466,365	55,883,443	-	60,582,922
<u>Enterprise Funds</u>				
Aviation	3,569,427	2,289,356	-	1,280,071
Public Transportation	11,893,279	10,931,817	-	961,462
Solid Waste Management	9,157,833	9,193,465	(35,632)	-
Willow Point Nursing Home	30,906,592	30,906,592	-	-
<u>Internal Service Funds</u>				
Central Food and Nutrition	5,307,890	5,307,890	-	-
Fleet Management	1,031,454	1,131,099	(99,645)	-
Health Insurance	51,679,229	47,828,364	3,850,865	-
Risk Management	2,291,803	2,291,803	-	-
Workers Compensation	3,867,077	3,867,077	-	-
<u>Special Revenue Funds</u>				
County Library	1,968,631	835,851	-	1,132,780
Road Machinery	2,610,138	90,157	-	2,519,981
County Road	10,389,820	4,127,467	-	6,262,353
Veterans' Arena	1,748,337	791,819	-	956,518
Enjoie Golf Course	1,050,994	1,054,949	(3,955)	-
<u>Total All Funds</u>	\$374,495,750	\$297,778,550	\$3,711,633	\$73,005,567
<u>Provision for Uncollected Taxes</u>				\$700,000
<u>Total Property Tax Levy</u>				<u>\$73,705,567</u>

	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
2017 Totals	\$369,925,185	\$292,593,171	\$5,414,841	\$72,617,173
2018 Change from 2017 in dollars	4,570,565	5,185,379	(1,703,208)	1,088,394
2018 Change from 2017 as percentage	1.24%	1.77%	-31.45%	1.50%

	2017	2018	Change (in Dollars)	Change (as Percentage)
Real Property Full Value	\$ 9,612,985,607	\$ 9,714,729,107	\$ 101,743,500	1.058%
Full Value Tax Rate	7.55	7.59	0.03	0.436%
Real Property Taxable Value	\$ 5,684,578,950	\$ 5,710,293,144	\$ 25,714,194	0.452%
Taxable Value Tax Rate	12.77	12.91	0.13	1.042%

Summary by Fund  
2017 Adopted Budget

	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
<u>General Fund</u>				
General Operating Departments	\$118,018,270	\$117,011,053	\$2,726,124	\$ (1,718,907)
Social Services	116,765,991	56,282,233	-	60,483,758
<u>Enterprise Funds</u>				
Aviation	3,723,326	2,501,589	-	1,221,737
Public Transportation	11,942,673	10,635,344	-	1,307,329
Solid Waste Management	9,064,736	9,153,405	(88,669)	-
Willow Point Nursing Home	30,946,298	30,951,399	(5,101)	-
<u>Internal Service Funds</u>				
Central Food and Nutrition	5,312,900	5,337,586	(24,686)	-
Fleet Management	1,300,740	1,081,901	218,839	-
Health Insurance	49,445,237	46,848,211	2,597,026	-
Risk Management	2,124,085	2,124,085	-	-
Workers Compensation	3,811,750	3,811,750	-	-
<u>Special Revenue Funds</u>				
County Library	1,975,218	821,657	-	1,153,561
Road Machinery	2,667,684	78,567	-	2,589,117
County Road	10,234,707	4,054,274	-	6,180,433
Veterans' Arena	1,602,312	902,167	-	700,145
Enjoie Golf Course	989,258	997,950	(8,692)	-
<u>Total All Funds</u>	\$369,925,185	\$292,593,171	\$5,414,841	\$71,917,173
<u>Provision for Uncollected Taxes</u>				\$700,000
<u>Total Property Tax Levy</u>				<u>\$72,617,173</u>
	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
2016 Totals	\$366,096,584	\$291,672,765	\$2,959,044	\$72,164,775
2017 Change from 2016 in dollars	3,828,601	920,406	2,455,797	452,398
2017 Change from 2016 as percentage	1.05%	0.32%	82.99%	0.63%
	2016	2017	Change (in Dollars)	Change (as Percentage)
Real Property Full Value	\$ 9,762,207,432	\$ 9,612,985,607	\$ (149,221,825)	-1.529%
Full Value Tax Rate	7.39	7.55	0.16	2.189%
Real Property Taxable Value	\$ 5,654,743,735	\$ 5,684,578,950	\$ 29,835,215	0.528%
Taxable Value Tax Rate	12.76	12.77	0.01	0.099%

**Summary by Fund  
2016 Adopted Budget**

	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
<u>General Fund</u>				
General Operating Departments	\$114,486,216	\$116,682,856	-	\$ (2,196,640)
Social Services	116,788,962	56,071,093	-	60,717,869
<u>Enterprise Funds</u>				
Aviation	3,999,826	3,714,440	-	285,386
Public Transportation	12,095,250	10,594,043	-	1,501,207
Solid Waste Management	10,212,894	10,187,954	24,940	-
Willow Point Nursing Home	29,904,762	29,904,762	-	-
<u>Internal Service Funds</u>				
Central Food and Nutrition	4,546,992	4,546,992	-	-
Fleet Management	1,296,653	1,096,204	200,449	-
Health Insurance	49,319,729	46,578,894	2,740,835	-
Risk Management	2,131,655	2,131,655	-	-
Workers Compensation	3,739,857	3,739,857	-	-
<u>Special Revenue Funds</u>				
County Library	1,997,090	843,529	-	1,153,561
Road Machinery	2,660,859	87,766	-	2,573,093
County Road	10,344,970	3,575,252	-	6,769,718
Veterans' Arena	1,627,104	966,523	-	660,581
Enjoie Golf Course	943,765	950,945	(7,180)	-
<u>Total All Funds</u>	\$366,096,584	\$291,672,765	\$2,959,044	\$71,464,775
<u>Provision for Uncollected Taxes</u>				\$700,000
<u>Total Property Tax Levy</u>				<u>\$72,164,775</u>

	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
2015 Totals	\$365,707,967	\$287,213,703	\$8,361,150	\$70,833,114
2016 Change from 2015 in dollars	388,617	4,459,062	(5,402,106)	1,331,661
2016 Change from 2015 as percentage	0.11%	1.55%	-64.61%	1.88%

	2015	2016	Change (in Dollars)	Change (as Percentage)
Real Property Full Value	\$ 9,527,423,490	\$ 9,762,207,432	\$ 234,783,942	2.464%
Full Value Tax Rate	7.43	7.39	(0.04)	-0.570%
Real Property Taxable Value	\$ 5,639,939,495	\$ 5,654,743,735	\$ 14,804,240	0.262%
Taxable Value Tax Rate	12.56	12.76	0.20	1.613%



Summary by Fund  
2015 Adopted Budget

	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
<u>General Fund</u>				
General Operating Departments	\$113,143,553	\$114,813,519	\$4,928,191	\$ (6,598,157)
Social Services	118,148,775	54,777,625	-	63,371,150
<u>Enterprise Funds</u>				
Aviation	4,177,563	3,927,988	-	249,575
Public Transportation	12,689,001	10,746,809	-	1,942,192
Solid Waste Management	9,921,006	9,641,359	279,647	-
Willow Point Nursing Home	29,385,948	29,385,948	-	-
<u>Internal Service Funds</u>				
Central Food and Nutrition	4,316,141	4,542,339	(226,198)	-
Fleet Management	1,380,653	1,284,750	95,903	-
Health Insurance	49,590,607	46,404,082	3,186,525	-
Risk Management	2,121,261	2,121,261	-	-
Workers Compensation	3,737,422	3,737,422	-	-
<u>Special Revenue Funds</u>				
County Library	1,996,263	811,974	-	1,184,289
Road Machinery	2,663,271	142,986	100,000	2,520,285
County Road	9,805,439	3,061,411	-	6,644,028
Veterans' Arena	1,679,036	859,284	-	819,752
Enjoie Golf Course	952,028	954,946	(2,918)	-
<u>Total All Funds</u>	\$365,707,967	\$287,213,703	\$8,361,150	\$70,133,114
<u>Provision for Uncollected Taxes</u>				\$700,000
<u>Total Property Tax Levy</u>				<u>\$70,833,114</u>
	Appropriations	Estimated Revenue	Appropriated Fund Balance	Property Tax Support
2014 Totals	\$376,066,612	\$300,822,646	\$6,833,743	\$69,110,223
Change from 2014-dollars	(10,358,645)	(13,608,943)	1,527,407	1,722,891
Change from 2014-percentage	-2.75%	-4.52%	22.35%	2.49%
	2014	2015	Change (in Dollars)	Change (as Percentage)
Real Property Full Value	\$ 9,386,690,111	\$ 9,527,423,490	\$ 140,733,379	1.499%
Full Value Tax Rate	7.36	7.43	0.07	0.979%
Real Property Taxable Value	\$ 5,581,341,663	\$ 5,639,939,495	\$ 58,597,832	1.050%
Taxable Value Tax Rate	12.38	12.56	0.18	1.428%



## General Government

<u>Department/Division</u>	<u>Page</u>	<u>Department/Division</u>	<u>Page</u>
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Clerk of the Legislature	2	Information Services	67
Legislature	7	Communication Services	74
Executive		Law	
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Elections	55	Risk and Insurance	
Office of Management and Budget	60	Risk Management	139
		Health Insurance	145
		Workers Compensation	148

# Legislature

Legislators (15)  
(Elected)

Chairman  
Board of Acquisition and Contract  
Capital Program Advisory Committee

**Legislative Board**

Committees

- County Administration
- Economic Development, Education and Culture
- Finance
- Health and Human Services
- Personnel
- Public Safety and Emergency Services
- Public Works and Transportation

Research Support

**Clerk of the Legislature**

Legislative Support

- Local Laws and Resolutions
- Legislative Minutes
- Committee Minutes
- Journal of Proceedings
- Records Management
- Clerical / Secretarial Support Administration
- Ethics Disclosure Processing
- Freedom of Information Law (FOIL)

**Legislature  
Legislative Clerk**

**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 and all committee meetings, prepares and files the required documentation on all approved local laws with the Secretary of State and provides clerical and secretarial support to the individual Legislators. Prepares, maintains, and distributes the Directory of Federal, State, County, and Municipal Officials and a desk blotter-style quick directory.

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

Maintains and distributes updates to the county's Charter and Administrative Code.

Provides support to the Agricultural and Farmland Protection Board.

Serves as support staff to the Board of Ethics by maintaining, distributing, collecting and submitting for review by the Board, the annual Financial Disclosure Statement, which nearly 200 County officials are required to complete.

**2019 Objectives**

- Continue to improve the paperless process by which resolution requests are submitted.
- Continue to improve the paperless process for the distribution of resolution and agendas to County personnel.
- Continue to make the business of the Legislature accessible to the public using the County website and social media.
- Continue to make accessing public records as easy as possible for the public using a well-designed paper form and an on-line submission form.
- Enhance the capabilities of the office and the Legislative Assistant using student interns.
- Continue highlighting the community through initiatives such as the Veterans of Distinction program, the Agricultural Celebration and the Community Art Series.

**2019 Budget Highlights**

- In the 2019 budget, this office has restricted expenses wherever possible.

Legislature 12010001

Clerk

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	7/5/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Clerk of the County Legislature	F Admin	0	0	1	1
Clerk of the County Legislature	E Admin	1	1	0	0
Deputy Clerk of the County Legislature	19 Admin	1	1	1	1
Second Deputy Clerk of the County Legislature	15 Admin	1	1	1	1
Total Full-Time Positions		3	3	3	3
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		3	3	3	3

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 12000000 Legislative  
 DIV: 01 Legislative-Clerk

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
12000000 Legislative					
0000006 Sale of Prop and Comp for Loss					
5000512 MINOR SALES OTHER	611	600	358	600	600
0000006 Sale of Prop and Comp for Loss Totals	611	600	358	600	600
0000007 Misc Interfund Revenues					
5000545 CREDIT CARD REBATES	13	0	4	10	10
0000007 Misc Interfund Revenues Totals	13	0	4	10	10
<b>Rev Total for Div: 1201</b>	<b>624</b>	<b>600</b>	<b>362</b>	<b>610</b>	<b>610</b>
0000010 Personnel Service					
6001000 SALARIES FULL-TIME	167,488	167,139	87,981	170,279	173,618
0000010 Personnel Service Totals	167,488	167,139	87,981	170,279	173,618
0000040 Contractual Expenditures					
6004010 BOOKS AND SUBSCRIPTIONS	194	339	291	339	339
6004011 DUPLICATING AND PRINTING RM SU	0	1,135	1,165	0	0
6004012 OFFICE SUPPLIES	1,690	1,800	502	1,800	1,800
6004100 POSTAGE AND FREIGHT	0	50	0	50	50
6004105 DUES AND MEMBERSHIPS	150	150	150	150	150
6004106 GENERAL OFFICE EXPENSES	2,059	1,500	141	1,400	1,400
6004131 PHOTOGRAPHIC EXPENSES	225	0	0	250	250
6004137 ADVERTISING AND PROMOTION EXPE	717	1,200	507	1,000	1,000
6004162 EDUCATION AND TRAINING	450	1,000	470	840	840
6004196 COPYING MACHINE RENTALS	630	2,100	1,400	2,832	2,832
6004541 STENOGRAPHIC SERVICES	400	600	200	600	600
6004573 OTHER FEES FOR SERVICES	0	2,500	2,641	3,000	3,000
0000040 Contractual Expenditures Totals	6,515	12,374	7,467	12,261	12,261
0000041 Chargeback Expenses					
6004602 INSURANCE PREMIUM CHARGEBACK	148	165	82	189	189

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 12000000 Legislative  
DIV: 01 Legislative-Clerk

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000041 Chargeback Expenses Totals	148	165	82	189	189
0000060 Principal on Indebtedness					
6006008 PRINCIPAL ON CAPITAL LEASE	1,288	0	0	0	0
0000060 Principal on Indebtedness Totals	1,288	0	0	0	0
0000070 Interest on Indebtedness					
6007005 INTEREST ON CAPITAL LEASE	182	0	0	0	0
0000070 Interest on Indebtedness Totals	182	0	0	0	0
0000080 Employee Benefits					
6008001 STATE RETIREMENT	26,887	30,118	14,628	27,334	27,870
6008002 SOCIAL SECURITY	12,173	12,786	6,347	13,026	13,281
6008004 WORKERS COMPENSATION	528	457	229	428	428
6008006 LIFE INSURANCE	45	45	26	45	45
6008007 HEALTH INSURANCE	30,168	29,851	19,558	36,708	36,708
6008009 RETIREE HEALTH INSURANCE	15,433	15,377	12,860	16,204	16,204
0000080 Employee Benefits Totals	85,234	88,634	53,648	93,745	94,536
<b>Exp Total for Div: 1201</b>	<b>260,855</b>	<b>268,312</b>	<b>149,178</b>	<b>276,474</b>	<b>280,604</b>
<b>Total for Div: 12000000</b>	<b>-260,231</b>	<b>-267,712</b>	<b>-148,816</b>	<b>-275,864</b>	<b>-279,994</b>



## Legislature Legislature

### Mission Statement

The Broome County Legislature is the policy-making body and taxing authority of Broome County Government. The Legislature is comprised of 15 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 to fund county governmental operations. Other specific powers include the power to make appropriations, incur indebtedness, and adopt an annual budget, to create, alter, combine or abolish positions (job titles) except those units headed by elected officials, to confirm appointments by the County Executive, to adopt the equalization rates for the City of Binghamton and the 16 towns within the County and to 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 and Transportation Committee and the Chair of the Legislature are all members of the Capital Project Advisory Committee.

The Legislative Assistants provide research and support to the Chair, the Committees, and Legislators and facilitates activities and initiatives of the Legislature.

### 2019 Objectives

- Carefully scrutinize all County spending with the specific goal of controlling property taxes.
- Work to create an atmosphere that will promote economic development within the County and region to enhance the County's tax base and employment opportunities.
- Review County Departments and services to determine where administration and other functions can be consolidated.
- Consider all possible opportunities for the most efficient delivery of services, including sharing of resources and services with municipalities.
- Work to improve the quality of life for residents of Broome County.

### 2019 Budget Highlights

- In the 2019 budget the Legislature has restricted expenses wherever possible.

Legislature 12020001  
Board

<u>Title of Position</u>	<u>Grade/Unit</u>	7/5/2018			
		<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Legislative Assistant (40 hours)	23 Admin	0	0	2	2
Legislative Assistant (37.5 hours)	23 Admin	2	2	0	0
Total Full-Time Positions		1	2	2	2
<u>Part-Time Positions</u>					
Chairman*/County Legislator	Elected	1	1	1	1
County Legislator	Elected	14	14	14	14
Total Part-Time Positions		15	15	15	15
Total Positions		16	17	17	17

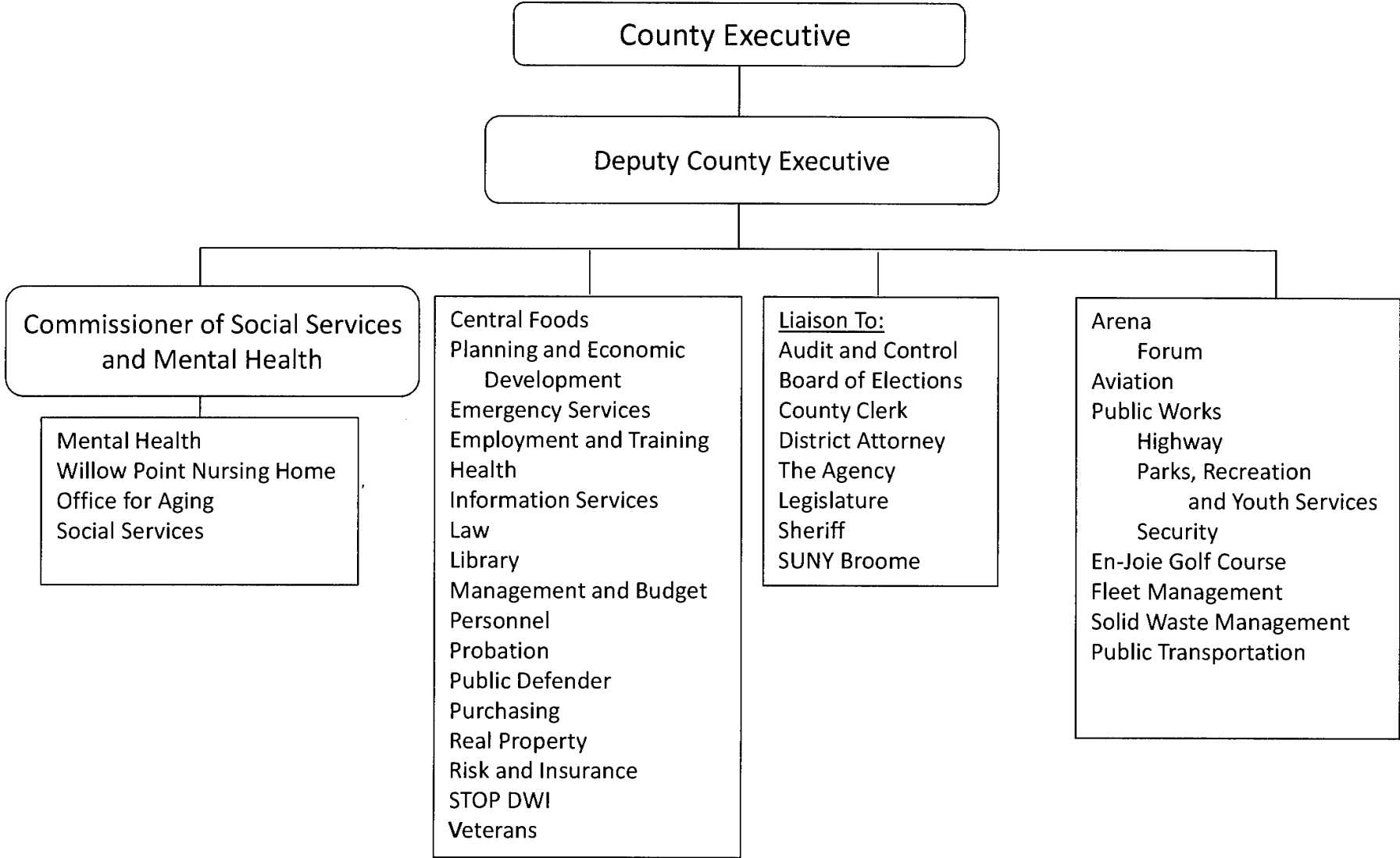
\* Elected by peers

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 12000000 Legislative  
 DIV: 02 Legislative-Legislature

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	106,158	117,285	59,178	118,083	120,424
6001001 SALARIES PART-TIME	195,000	195,000	119,546	195,000	195,000
<b>0000010 Personnel Service Totals</b>	<b>301,158</b>	<b>312,285</b>	<b>178,724</b>	<b>313,083</b>	<b>315,424</b>
<b>0000040 Contractual Expenditures</b>					
6004161 TRAVEL HOTEL AND MEALS	0	600	0	1,072	1,072
6004162 EDUCATION AND TRAINING	195	600	160	390	390
6004538 LEGAL CHARGES AND FEES	0	50,000	0	30,000	30,000
<b>0000040 Contractual Expenditures Totals</b>	<b>195</b>	<b>51,200</b>	<b>160</b>	<b>31,462</b>	<b>31,462</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	450	490	246	567	567
<b>0000041 Chargeback Expenses Totals</b>	<b>450</b>	<b>490</b>	<b>246</b>	<b>567</b>	<b>567</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	37,243	44,954	24,017	44,273	44,686
6008002 SOCIAL SECURITY	20,863	23,890	12,216	23,947	24,126
6008004 WORKERS COMPENSATION	1,591	1,371	686	1,284	1,284
6008006 LIFE INSURANCE	238	255	158	255	255
6008007 HEALTH INSURANCE	71,309	73,373	47,684	81,160	81,160
6008009 RETIREE HEALTH INSURANCE	95,137	96,002	63,001	97,175	97,175
<b>0000080 Employee Benefits Totals</b>	<b>226,381</b>	<b>239,845</b>	<b>147,762</b>	<b>248,094</b>	<b>248,686</b>
<b>Exp Total for Div: 1202</b>	<b>528,184</b>	<b>603,820</b>	<b>326,892</b>	<b>593,206</b>	<b>596,139</b>
<b>Total for Div: 12000000</b>	<b>-528,184</b>	<b>-603,820</b>	<b>-326,892</b>	<b>-593,206</b>	<b>-596,139</b>
<b>Total for Dept: 12000000</b>	<b>-788,415</b>	<b>-871,532</b>	<b>-475,708</b>	<b>-869,070</b>	<b>-876,133</b>

# County Executive



## County Executive

### Mission Statement

To efficiently and effectively manage the operations and capital, operating and grant budgets of all county departments and to provide residents with quality services creating a high quality of life in a cost effective manner.

### Description

The office and duties of the County Executive are 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 Broome County government. The County Executive is an elected position serving a four-year term.

The County Executive oversees all County departments. He is also responsible for communicating information regarding county services, programs, activities, and public policy to county employees, the public, and local, state and federal elected officials.

The County Executive is responsible for implementing local laws and resolutions as defined in the Broome County Charter and Code. The County Executive supervises and directs the internal organization and administration of all department and other administrative units. In addition, the County Executive appoints members to various county boards and commissions.

### 2019 Objectives

- To work closely with all levels of government, internal departments and community partners to meet challenges posed by current economic conditions. The Executive's Office

will strive to maintain the quality services that residents deserve. All services will continue to be constantly evaluated to ensure they are provided in the most cost effective manner. The administration and department heads are tasked with doing more with less having as little impact to the public as possible.

- To enhance economic development, the Executive's Office will continue to contain property taxes by efficient operations within county government. These efforts will include, but are not limited to
  - Enforcement of strict guidelines and accountability for spending by all county departments.
  - Emphasis of increased efficiency of all departments improving performance and reducing expenses.
  - Monitoring all capital projects for completion and quality.
  - Ensuring current and planned projects fit within the current economic model and are sustainable in the near as well as foreseeable future.
  - Creating and promoting strategies to make the Greater Binghamton Area a viable place for investment.

### 2019 Budget Highlights

- A Deputy County Executive position remains unfunded in the 2019 budget.

Executive 05000001

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	As of	<u>2019 Requested</u>	<u>2019 Recommended</u>
			7/6/2018 Current <u>Authorized</u>		
<u>Full-Time Positions</u>					
County Executive	Elected	1	1	1	1
Deputy County Executive*	K Admin	2	2	2	2
Executive Asst. to the County Executive	23 Admin	0	0	2	2
Executive Asst. to the County Executive	22 Admin	2	2	0	0
Secretary to Deputy County Executive	15 Admin	0	0	1	1
Secretary to Deputy County Executive	14 Admin	1	1	0	0
Administrative Asst. to the County Executive	13 Admin	0	0	1	1
Administrative Asst. to the County Executive	12 Admin	1	1	0	0
Total Full-Time Positions		7	7	7	7
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		7	7	7	7

\*One position unfunded since 2015

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 05000000 County Executive

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000332 INDIRECT COSTS CHARGEBACK	1,578,324	1,543,168	0	1,519,578	1,519,578
5000333 OTHER DEPARTMENTAL CHARGEBACK	4,650	3,907	0	3,907	3,907
5000340 Int Gov'tl Charges - Excess Bu	1,153,631	0	0	0	0
<b>0000002 Departmental Income Total</b>	<b>2,736,605</b>	<b>1,547,075</b>	<b>0</b>	<b>1,523,485</b>	<b>1,523,485</b>
<b>Rev Totals for Dept: 05000000</b>	<b>2,736,605</b>	<b>1,547,075</b>	<b>0</b>	<b>1,523,485</b>	<b>1,523,485</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	388,690	362,395	222,413	376,037	381,491
6001002 SALARIES TEMPORARY	18,611	62,972	26,523	56,024	56,024
<b>0000010 Personnel Service Totals</b>	<b>407,301</b>	<b>425,367</b>	<b>248,936</b>	<b>432,061</b>	<b>437,515</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	87	450	411	450	450
6004012 OFFICE SUPPLIES	547	2,000	209	2,000	2,000
6004030 FOOD AND BEVERAGES	392	400	0	400	400
6004073 SUBSCRIPTIONS	348	0	60	0	0
6004100 POSTAGE AND FREIGHT	0	50	0	50	50
6004137 ADVERTISING AND PROMOTION EXPE	781	200	875	900	900
6004160 MILEAGE AND PARKING-LOCAL	0	400	179	400	400
6004161 TRAVEL HOTEL AND MEALS	0	1,425	0	1,425	1,425
6004162 EDUCATION AND TRAINING	0	400	0	400	400
6004196 COPYING MACHINE RENTALS	651	3,100	2,176	2,742	2,742
<b>0000040 Contractual Expenditures Totals</b>	<b>2,806</b>	<b>8,425</b>	<b>3,910</b>	<b>8,767</b>	<b>8,767</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	355	392	196	447	447
<b>0000041 Chargeback Expenses Totals</b>	<b>355</b>	<b>392</b>	<b>196</b>	<b>447</b>	<b>447</b>
<b>0000060 Principal on Indebtedness</b>					

REPORT:BP032

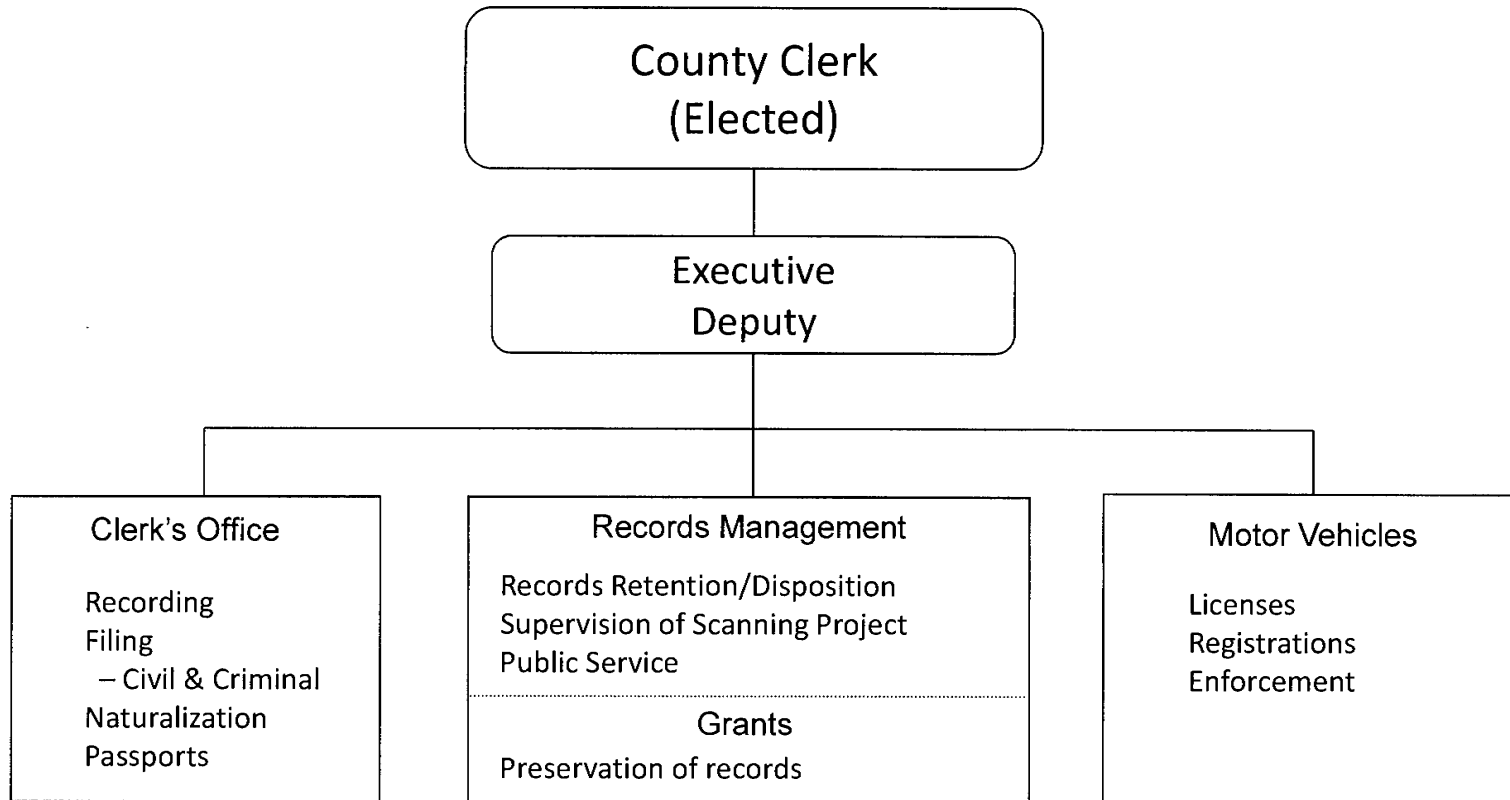
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 05000000 County Executive

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6006008 PRINCIPAL ON CAPITAL LEASE	1,917	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,917</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	195	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>195</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	49,603	60,651	32,123	58,165	58,976
6008002 SOCIAL SECURITY	30,178	32,541	18,274	33,053	33,470
6008004 WORKERS COMPENSATION	2,159	1,617	809	1,800	1,800
6008006 LIFE INSURANCE	105	105	71	105	105
6008007 HEALTH INSURANCE	39,479	51,967	29,765	49,511	49,511
6008009 RETIREE HEALTH INSURANCE	110,150	111,739	71,788	105,515	105,515
6008010 DISABILITY INSURANCE	2	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>231,676</b>	<b>258,620</b>	<b>152,830</b>	<b>248,149</b>	<b>249,377</b>
<b>Exp Totals for Dept: 05000000</b>	<b>644,250</b>	<b>692,804</b>	<b>405,872</b>	<b>689,424</b>	<b>696,106</b>
<b>Total for Dept: 05000000</b>	<b>2,092,355</b>	<b>854,271</b>	<b>-405,872</b>	<b>834,061</b>	<b>827,379</b>



# County Clerk



## **COUNTY CLERK Clerk's Office**

### **MISSION STATEMENT**

To oversee the processing, filing, scanning and storing of thousands of vital property, business and court documents every year, while offering superior customer service to the stakeholders who utilize the office.

### **DESCRIPTION**

The County Clerk's 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.

The County Clerk's Office is a consistent revenue generator. The office collects several taxes and fees on behalf of other departments and agencies. While the office may retain a portion of some of the fees, for the most part the office acts as a collection or pass-through department for these fees. The office also provides significant operating revenues for certain other County departments. In 2017, the total funds collected by the Clerk's Office was \$9,425,206. Out of that grand total, the amount retained for the County's general fund was only \$1,539,115, while the amount passed along to other entities was \$7,886,090. This is important to know, even if it is not reflected through the limitation of the budget submission module in the County's PeopleSoft program.

### **2019 OBJECTIVES**

One of the goals of the County Clerk's office is to continue to offer excellent customer service to the stakeholders who utilize the office,

while also maximizing revenue for the County. We are always looking to implement new ideas.

- Continue the expansion of the e-filing and e-recording programs, to reduce costs, reduce paper records, and increase office efficiencies.
- Add new services to the office, including the sale of E-ZPass tags through the E-ZPass On-the-Go Program in late 2018 or early 2019.

### **2019 BUDGET HIGHLIGHTS**

While the County's Clerk's Office revenues will continue to exceed expenses, we recognize the importance that our own office's operational needs are met.

With the priority of digitization and preservation of older records and documents in mind, the Broome County Clerk's Office has submitted various proposals for 2019.

- First, to resume the digitization of older land records. The Clerk's Office houses books of land records going back to 1806. Most of the land records back to 1964 have been scanned and indexed into our online system. Our office's stakeholders have requested that we resume the process of scanning and indexing land records past 1964. The 1964 cutoff date, which was set up years ago to allow for 40-year online title searches and abstracts, is often insufficient for land surveyors and law firms who need to research back 100 years or more.
- Second, the completion of the digitization of survey and subdivision maps. The Clerk's Office houses various survey and subdivision maps. There is NYS legislation that would authorize County Clerks to set up electronic intake and storage survey and subdivision maps. In 2008, approximately 6,000 maps were scanned onto CDs. We would like to import

those maps and their indexing information onto our online document system. Additionally, we would scan and index the 2008-2018 maps into the system. Upon the gubernatorial signing of the state legislation, future maps would be submitted electronically, eliminating the need to back scan.

- Third, our older books of land records are fragile after many years of use. While some of our books have been repaired and rebound, there are others still in need of repairing and rebinding. This has resulted in books being removed from general circulation. These fragile, older land records need to be repaired and returned to circulation to allow searchers to access the information they need.

## County Clerk/Records (04010001)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
County Clerk	Elected	1	1	1	1
Executive Deputy County Clerk	C Admin	1	1	1	1
Deputy County Clerk (40)	17 Admin	3	3	2	2
Office Manager (37.5)	16 Admin	0	0	1	1
Secretary to the County Clerk (40)	14 Admin	1	1	0	0
Senior Index Clerk (40)	9 CSEA	2	2	2	2
Index Clerk (40)	8 CSEA	4	4	4	4
Total Full-Time Positions		12	12	11	11
<u>Part-Time Positions</u>					
None		0	0	0	0
Total Part-Time Positions		0	0	0	0
Total Positions		12	12	11	11

\* Deputy County Clerk position transferred to 04020001 Motor Vehicles

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 04000000 County Clerk  
 DIV: 01 County Clerk- Records

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
04000000 County Clerk					
0000002 Departmental Income					
5000104 CLERK FEES	1,218,614	1,175,498	768,214	1,184,162	1,184,162
5000105 XEROX MACHINE	3,465	3,000	2,475	4,752	4,752
5000106 MORTGAGE TAX	396,712	380,045	224,003	399,245	399,245
5000220 REMOTE ACCESS CHARGE	76,298	65,000	87,467	69,918	69,918
5000426 MISCELLANEOUS	4,691	4,623	2,858	4,719	4,719
<b>0000002 Departmental Income Totals</b>	<b>1,699,780</b>	<b>1,628,166</b>	<b>1,085,017</b>	<b>1,662,796</b>	<b>1,662,796</b>
0000003 Use of Money					
5000451 INTEREST AND EARNINGS	147	145	94	150	150
<b>0000003 Use of Money Totals</b>	<b>147</b>	<b>145</b>	<b>94</b>	<b>150</b>	<b>150</b>
0000007 Misc Interfund Revenues					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	98	0	0	0	0
5000545 CREDIT CARD REBATES	132	0	30	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>230</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>0</b>
<b>Rev Total for Div: 0401</b>	<b>1,700,157</b>	<b>1,628,311</b>	<b>1,085,141</b>	<b>1,662,946</b>	<b>1,662,946</b>
0000010 Personnel Service					
6001000 SALARIES FULL-TIME	562,804	544,491	325,313	498,804	504,337
<b>0000010 Personnel Service Totals</b>	<b>562,804</b>	<b>544,491</b>	<b>325,313</b>	<b>498,804</b>	<b>504,337</b>
0000040 Contractual Expenditures					
6004010 BOOKS AND SUBSCRIPTIONS	264	275	-21	260	260
6004012 OFFICE SUPPLIES	6,710	6,467	2,081	5,500	5,500
6004023 BLDG AND GROUNDS SUPPLIES	0	0	138	0	0
6004030 FOOD AND BEVERAGES	135	300	163	400	400
6004041 PHOTOGRAPHIC SUPPLIES	445	594	68	594	594
6004056 COMPUTER EQUIPMENT (NON CAPITAL	0	400	0	650	650
6004100 POSTAGE AND FREIGHT	268	675	496	550	550

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 04000000 County Clerk  
DIV: 01 County Clerk- Records

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004105 DUES AND MEMBERSHIPS	594	595	110	535	535
6004117 BUILDING AND GROUNDS EXPENSES	0	250	0	250	250
6004138 OTHER OPERATIONAL EXPENSES	21,537	0	0	23,000	0
6004160 MILEAGE AND PARKING-LOCAL	76	50	0	50	50
6004161 TRAVEL HOTEL AND MEALS	938	1,000	390	1,700	1,700
6004193 HARDWARE MAINTENANCE	0	0	188	0	0
6004196 COPYING MACHINE RENTALS	556	3,894	2,657	3,723	3,723
<b>0000040 Contractual Expenditures Totals</b>	<b>31,523</b>	<b>14,500</b>	<b>6,270</b>	<b>37,212</b>	<b>14,212</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	966	1,045	522	1,197	1,197
6004604 DPW SECURITY CHARGEBACKS	0	13,200	13,200	13,710	13,710
<b>0000041 Chargeback Expenses Totals</b>	<b>966</b>	<b>14,245</b>	<b>13,722</b>	<b>14,907</b>	<b>14,907</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	2,647	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>2,647</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	698	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>698</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	73,516	85,161	51,381	80,285	81,155
6008002 SOCIAL SECURITY	41,165	41,654	23,774	38,141	38,565
6008004 WORKERS COMPENSATION	22,530	23,220	11,610	23,923	23,923
6008006 LIFE INSURANCE	178	180	120	165	165
6008007 HEALTH INSURANCE	72,070	73,706	42,799	77,571	77,571
6008009 RETIREE HEALTH INSURANCE	120,866	166,052	100,878	158,814	158,814
6008010 DISABILITY INSURANCE	489	528	311	480	480
6008013 HEALTH INS - RETIRE INCENTIVE	6,379	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>337,193</b>	<b>390,501</b>	<b>230,873</b>	<b>379,379</b>	<b>380,673</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 04000000 County Clerk  
DIV: 01 County Clerk- Records

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Exp Total for Div: 0401	935,831	963,737	576,178	930,302	914,129
Total for Div: 04000000	764,326	664,574	508,963	732,644	748,817

## COUNTY CLERK Motor Vehicles

### MISSION STATEMENT

To oversee the processing of various motor vehicle transactions, abiding by the laws and guidelines established by the NYS Department of Motor Vehicles(DMV) and the Federal government, while offering superior customer service to the stakeholders who utilize the department.

### DESCRIPTION

The DMV provides the necessary services for the efficient processing of various motor vehicle transactions, highlighted by the licensing of drivers and the registering of vehicles.

The DMV is a consistent revenue generator. The department collects several taxes and fees on behalf New York State. While the department may retain a portion of some of the fees, for the most part the office acts as a collection or pass-through department for these fees. In 2017, the total funds collected by the DMV was \$11.7 million. Out of that grand total, the amount retained for the County's general fund was only \$1.1 million, while the amount passed along to New York State entities was \$10.6 million.

As you may or may not know, Broome County receives 12.7% of DMV revenue only if residents visit their local DMV to complete registrations, renew licenses or purchase license plates. When residents renew registrations or licenses on-line or through the mail, New York State keeps the revenue.

### 2019 OBJECTIVES

The DMV is doing everything it can to maximize the retention of the local share of DMV revenue. These includes:

- Continuing Saturday hours at the Endicott DMV location (137 Washington Avenue).
- Continuing our rotation of a satellite office between Conklin, Harpursville, Whitney Point and Windsor to serve our rural communities.
- Adding additional drop boxes to supplement the Endwell, Harpursville and Whitney Point boxes that were installed in June 2018.
- Promoting and marketing to the public the importance of using local DMV services as opposed to online or through the mail options.
- Adding new services to the office, including the sale of E-ZPass tags through the E-ZPass On-the-Go Program in late 2018 or early 2019.

### 2019 BUDGET HIGHLIGHTS

While the DMV revenues will continue to exceed expenses, we recognize the importance of meeting our office's operational needs.

- We are requesting two part-time positions be added. By having two part-time positions processing added transactions, we are confident that the added initial salary costs will be outweighed by the resulting additional revenue.
- Adding a specific budget line for the promoting and marketing to the public the importance of using local DMV services as opposed to online or through the mail options in accordance with Local Law 2018 - 6.
- Adding new services to the office, including the sale of E-ZPass tags through the E-ZPass On-the-Go Program. This will also generate additional revenue for the County.



County Clerk/Motor Vehicles (04020001)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Deputy County Clerk (40)*	17 Admin	0	0	1	1
Principal Motor Vehicle Clerk (40)	11 CSEA	1	1	1	1
Senior Motor Vehicle Clerk (40)	9 CSEA	3	3	3	3
Motor Vehicle Clerk (40)	8 CSEA	8	8	8	8
Total Full-Time Positions		12	12	13	13
<u>Part-Time Positions</u>					
Motor Vehicle Clerk	8 CSEA	7	7	9	9
Total Part-Time Positions		7	7	9	9
Total Positions		19	19	22	22

\* Deputy County Clerk position transferred from 04010001 Records

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 04000000 County Clerk  
DIV: 02 County Clerk - Motor Vehicles

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000107 MOTOR VEHICLE	2,277,302	2,231,804	1,308,012	2,408,444	2,408,444
5000108 COLLECTION OF SALES TAX	14,871	15,100	8,386	15,100	15,100
<b>0000002 Departmental Income Totals</b>	<u>2,292,173</u>	<u>2,246,904</u>	<u>1,316,398</u>	<u>2,423,544</u>	<u>2,423,544</u>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	55	60	43	60	60
<b>0000003 Use of Money Totals</b>	<u>55</u>	<u>60</u>	<u>43</u>	<u>60</u>	<u>60</u>
<b>Rev Total for Div: 0402</b>	<u><b>2,292,228</b></u>	<u><b>2,246,964</b></u>	<u><b>1,316,441</b></u>	<u><b>2,423,604</b></u>	<u><b>2,423,604</b></u>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	418,910	436,508	238,043	500,955	501,920
6001001 SALARIES PART-TIME	102,337	100,272	65,211	128,174	128,174
6001003 SALARIES OVERTIME	7,175	7,190	3,509	7,929	7,929
<b>0000010 Personnel Service Totals</b>	<u>528,422</u>	<u>543,970</u>	<u>306,763</u>	<u>637,058</u>	<u>638,023</u>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	773	772	773	773	773
6004012 OFFICE SUPPLIES	3,644	4,250	1,636	4,250	4,250
6004021 BLDG MAINTENANCE SUPPLIES	0	250	70	250	250
6004022 FUEL AND HEATING SUPPLIES	1,611	3,000	426	3,000	3,000
6004023 BLDG AND GROUNDS SUPPLIES	0	700	0	700	700
6004048 MISC OPERATIONAL SUPPLIES	4,123	0	0	0	0
6004106 GENERAL OFFICE EXPENSES	0	1,076	775	500	500
6004111 BUILDING AND LAND RENTAL	55,331	51,300	40,800	51,300	51,300
6004113 WATER AND SEWAGE CHARGES	351	2,000	366	2,000	2,000
6004115 ELECTRIC CURRENT	2,395	6,000	2,684	6,000	6,000
6004117 BUILDING AND GROUNDS EXPENSES	706	1,178	649	1,178	1,178
6004137 ADVERTISING AND PROMOTION EXPE	0	0	0	6,500	6,500
6004138 OTHER OPERATIONAL EXPENSES	310	3,620	230	620	620
6004160 MILEAGE AND PARKING-LOCAL	235	250	22	250	250
6004196 COPYING MACHINE RENTALS	577	0	0	576	576

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 04000000 County Clerk  
 DIV: 02 County Clerk - Motor Vehicles

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000040 Contractual Expenditures Totals</b>	70,056	74,396	48,431	77,897	77,897
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	869	949	474	1,087	1,087
6004604 DPW SECURITY CHARGEBACKS	16,403	13,200	0	13,710	13,710
6004615 GASOLINE CHARGEBACK	603	900	357	1,200	1,200
6004616 FLEET SERVICE CHARGEBACK	2,156	2,250	2,250	2,256	2,256
6004619 BUILDING SERVICE CHARGEBACK	27,113	37,975	14,114	41,148	41,148
<b>0000041 Chargeback Expenses Totals</b>	47,144	55,274	17,195	59,401	59,401
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	74,310	85,333	44,950	96,108	96,278
6008002 SOCIAL SECURITY	38,436	41,613	22,376	48,778	48,852
6008004 WORKERS COMPENSATION	6,331	5,994	2,997	5,590	5,590
6008006 LIFE INSURANCE	190	195	125	225	225
6008007 HEALTH INSURANCE	94,653	100,297	55,197	113,935	113,935
6008009 RETIREE HEALTH INSURANCE	115,089	120,150	76,472	125,016	125,016
6008010 DISABILITY INSURANCE	1,092	1,146	612	1,040	1,040
6008011 UNEMPLOYMENT INSURANCE	0	0	2,310	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	4,502	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	334,603	354,728	205,039	390,692	390,936
<b>Exp Total for Div: 0402</b>	<b>980,225</b>	<b>1,028,368</b>	<b>577,428</b>	<b>1,165,048</b>	<b>1,166,257</b>
<b>Total for Div: 04000000</b>	<b>1,312,003</b>	<b>1,218,596</b>	<b>739,013</b>	<b>1,258,556</b>	<b>1,257,347</b>

## COUNTY CLERK Records Management

### Mission Statement

To properly store and maintain Broome County's older departmental records in accordance with relevant regulations, and by carefully balancing competing factors of accessibility, security, preservation and expense

### 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.
- Coordinate the scanning projects for each department's records in the storage facility.
- Ensure compliance with NYS and Federal retention guidelines.

The current Records Storage Facility is located at 1 N. Floral Avenue in Binghamton (aka The Ramp Building). Since taking office in January 2018, we're consistently raised concerns about this facility. We will be exploring the viability of remaining at the Ramp Building. Many issues have been brought to our attention, including but not limited to, the presence of moisture and mold in the document storage area. With the preservation of documents being the Records Management Division's primary role for the county, our office needs to be sure that these documents and the staff that access them will remain unharmed from environmental threats.

### 2019 Objectives

- Issuance of an RFP for the storage of Broome County's older departmental records. Just as the County issued an RFP to look for new options for housing the Health Department and OET, we owe it to the taxpayers of Broome County to research if a better and more cost-effective storage solution exists.
- Continue to work with Information Technology to implement a multi-year Capital Improvement Project to scan older departmental records into an OnBase Document Management.

### 2019 Budget Highlights

Since taking office in January 2018, we have learned that the Records Management office cannot function as a single person department. It was a worthwhile experiment attempted by my predecessor, but it now must be abandoned. Previous cuts in staff and budget for this division have stretched resources beyond reasonable and effective limits. We are requesting a second full time position be added to this department. By having this new full time position focus a significant amount of time on grant applications, we are confident that the added initial salary costs will be outweighed by the resulting additional outside resources to offset future operational and capital outlays.

County Clerk/Records Center (04030001)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Deputy County Clerk (40)	17 Admin	0	0	1	0
Records Management Officer	18 Admin	1	1	1	1
Total Full-Time Positions		1	1	2	1
<u>Part-Time Positions</u>					
None		0	0	0	0
Total Part-Time Positions		0	0	0	0
Total Positions		1	1	1	1

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

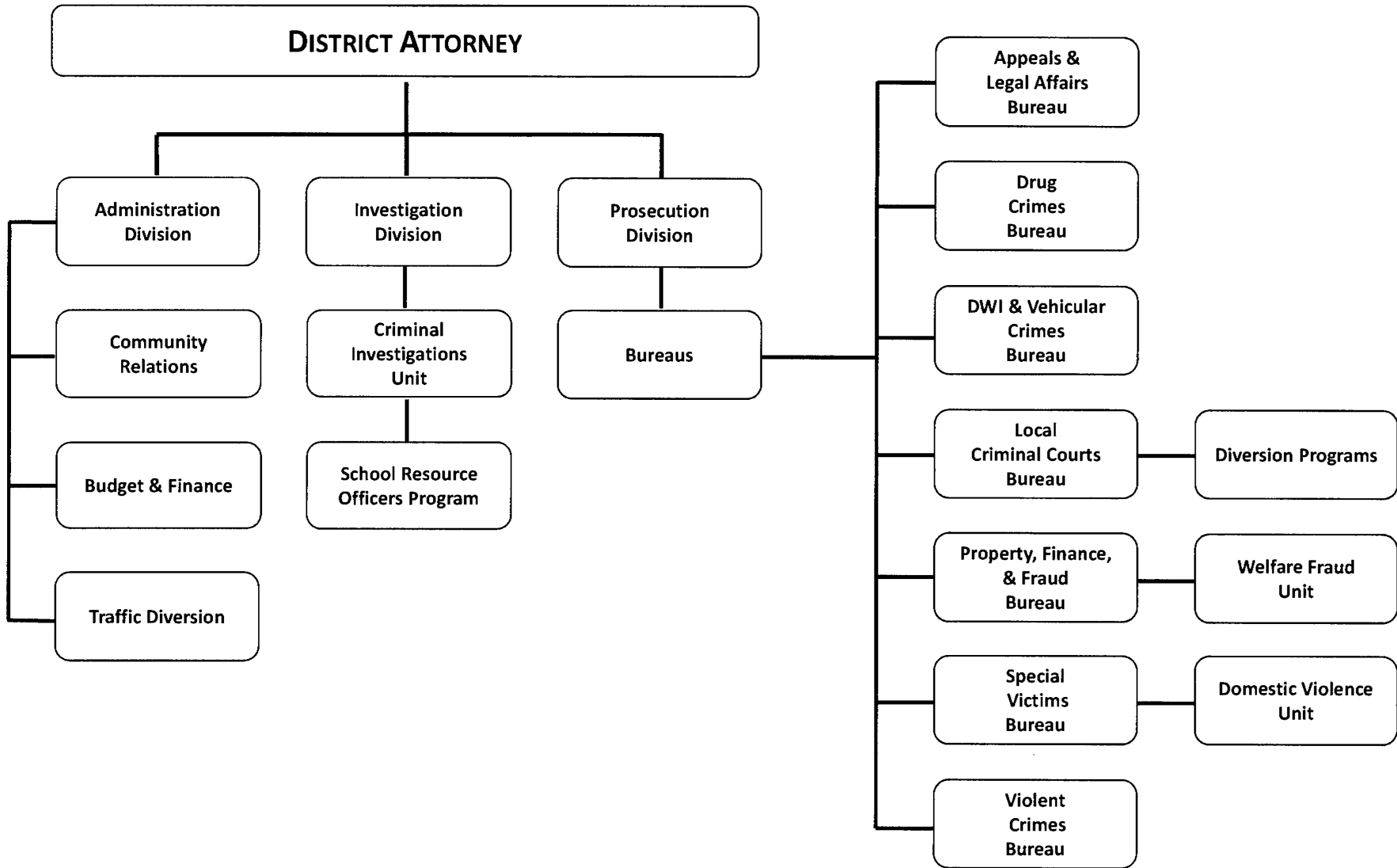
FUND: 1010 General Operating  
DEPT: 04000000 County Clerk  
DIV: 03 County Clerk- Records Mgmt

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000333 OTHER DEPARTMENTAL CHARGEBACK	0	0	0	16,054	16,054
<b>0000002 Departmental Income Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16,054</b>	<b>16,054</b>
<b>Rev Total for Div: 0403</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16,054</b>	<b>16,054</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	44,398	47,944	28,235	90,237	49,544
6001002 SALARIES TEMPORARY	0	8,987	4,163	12,409	12,409
<b>0000010 Personnel Service Totals</b>	<b>44,398</b>	<b>56,931</b>	<b>32,398</b>	<b>102,646</b>	<b>61,953</b>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	178	300	259	300	300
6004022 FUEL AND HEATING SUPPLIES	7,250	11,500	6,267	15,000	15,000
6004023 BLDG AND GROUNDS SUPPLIES	0	100	8	100	100
6004106 GENERAL OFFICE EXPENSES	225	2,000	306	2,000	2,000
6004113 WATER AND SEWAGE CHARGES	335	300	224	336	336
6004115 ELECTRIC CURRENT	12,015	11,500	8,730	16,000	16,000
6004117 BUILDING AND GROUNDS EXPENSES	3,622	4,611	1,129	4,000	4,000
6004160 MILEAGE AND PARKING-LOCAL	390	500	250	500	500
6004161 TRAVEL HOTEL AND MEALS	20	500	0	1,000	1,000
6004193 HARDWARE MAINTENANCE	0	1,000	95	1,000	1,000
6004195 HARDWARE RENTAL	0	1,020	0	0	0
6004196 COPYING MACHINE RENTALS	980	924	646	924	924
<b>0000040 Contractual Expenditures Totals</b>	<b>25,015</b>	<b>34,255</b>	<b>17,914</b>	<b>41,160</b>	<b>41,160</b>
<b>0000041 Chargeback Expenses</b>					
6004604 DPW SECURITY CHARGEBACKS	5,468	0	0	0	0
6004619 BUILDING SERVICE CHARGEBACK	1,846	2,544	1,272	6,943	6,943
<b>0000041 Chargeback Expenses Totals</b>	<b>7,314</b>	<b>2,544</b>	<b>1,272</b>	<b>6,943</b>	<b>6,943</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 04000000 County Clerk  
 DIV: 03 County Clerk- Records Mgmt

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	7,120	9,604	4,847	13,005	8,749
6008002 SOCIAL SECURITY	3,233	4,356	2,365	7,852	4,739
6008006 LIFE INSURANCE	15	15	10	30	15
6008007 HEALTH INSURANCE	6,097	6,075	3,811	16,478	6,402
6008009 RETIREE HEALTH INSURANCE	17,284	20,503	13,718	21,606	21,606
6008013 HEALTH INS - RETIRE INCENTIVE	3,292	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>37,041</b>	<b>40,553</b>	<b>24,751</b>	<b>58,971</b>	<b>41,511</b>
<b>Exp Total for Div: 0403</b>	<b>113,768</b>	<b>134,283</b>	<b>76,335</b>	<b>209,720</b>	<b>151,567</b>
<b>Total for Div: 04000000</b>	<b>-113,768</b>	<b>-134,283</b>	<b>-76,335</b>	<b>-193,666</b>	<b>-135,513</b>
<b>Total for Dept: 04000000</b>	<b>1,962,561</b>	<b>1,748,887</b>	<b>1,171,641</b>	<b>1,797,534</b>	<b>1,870,651</b>





## **District Attorney**

### **Mission Statement**

To continue making Broome County a safer community.

### **Description**

The District Attorney's Office (DAO) has 25 Assistant District Attorney's (ADA's) that prosecute nearly 10,000 criminal, misdemeanor, and violation level offenses annually on behalf of the People of the State of New York and Broome County. The DAO also prosecutes more than 20,000 traffic tickets.

### **2019 Objectives**

The DAO will continue to aggressively prosecute crime effectively and efficiently, while also using crime prevention and deterrent programs to reduce future crime.

### **School Resource Officers**

To protect, mentor, and educate the children of Broome County, the DAO will continue to grow the School Resource Officer (SRO) program. Launched in 2016, the SRO program places retired, experienced police officers in our schools. By 2019, we anticipate, at minimum, ten SRO's will be employed through our office. By fostering relationships with students, at a young age, we hope to not only protect – but establish bonds with students, which will correct bad behaviors upfront, so students make the right decisions, becoming the leaders of tomorrow -- rather than entering the criminal justice system.

### **Diversion Programs**

For those charged with minor crimes and those not charged with a crime, the DAO diverts cases and individuals through seven diversion programs, which will remedy bad behaviors, help those struggling with addiction, and save lives.

Alcohol Monitoring Program; Drug Treatment Court; DWI Treatment Court; Integrated Domestic Violence Court; Operation SAFE; Treatment Alternative to Prosecution; and Veterans Court are all designed to get struggling Broome County residents the help they need, rather than a criminal record.

### **Traffic Diversion Program**

The program is estimated to generate \$1.7 million dollars in revenue in 2018 and a slight increase is expected for 2019.

This program funds grants that pay the salaries of two ADAs and seven Investigators, two traffic diversion assistants, and a Fiscal Manager.

### **2019 Budget Highlights**

- Utilize Retention Incentive to retain and motivate staff.
- Continue to grow SRO program.
- Hire additional Traffic Diversion Assistant for growing program.

District Attorney 06000001

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 9/5/2018			
		2017 Actuals	Current Authorized	2019 Requested	2019 Recommended
<u>Full-Time Positions</u>					
District Attorney	Elected	1	1	1	1
Deputy District Attorney	AT-4	1	1	1	1
Senior Assistant District Attorney	AT-3	5	5	6	6
Assistant District Attorney II	AT-2	5	7	8	8
Assistant District Attorney I	AT-1	4	4	4	4
Chief Investigator - DA	27 Admin	1	1	1	1
Community Relations Director	25 Admin	0	1	1	1
Administrative Assistant to the DA	22 Admin	1	0	0	0
Investigator - DA	22 Admin	3	3	3	3
Secretary to the DA	14 Admin	2	7	8	8
Secretary	13 CSEA	3	1	1	1
Keyboard Specialist *	8 CSEA	4	3	2	2
Total Full-Time Positions		30	34	36	36
<u>Part-Time Positions</u>					
Investigator - DA	22 Admin	1	1	1	1
Total Part-Time Positions		1	1	1	1
Total Positions		31	35	37	37

\* One position abolished in 2019/one unfunded in 2019

GRANT FUNDED POSITIONS

District Attorney 06000001

Title of Position	Grade/Unit	2017 Actuals	As of		2019 Recommended
			5/17/2018 Current Authorized	2019 Requested	
<b>Full-Time Positions</b>					
Chief Assistant District Attorney	AT-4	1	1	1	1
Senior Assistant District Attorney	AT-3	2	3	2	2
Assistant District Attorney II	AT-2	4	4	3	3
Assistant District Attorney I	AT-1	0	1	1	1
Asst Chief Investigator - DA	27 Admin	0	1	1	1
Investigator - DA	22 Admin	1	1	2	2
Fiscal Manager	17 BAPA	1	1	1	1
Traffic Diversion Coordinator	13S CSEA	1	1	1	1
Traffic Diversion Assistant	9S CSEA	1	1	2	2
Total Full-Time Positions		11	14	14	14
<b>Part-Time Positions</b>					
Investigator - DA	22 Admin	2	6	11	11
Total Part-Time Positions		2	6	11	11
Total Positions		13	20	25	25

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 06000000 District Attorney

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000245 FEE FOR TRAFFIC DIVERSION	100,000	100,000	100,000	175,000	175,000
5000333 OTHER DEPARTMENTAL CHARGEBACK	19,500	20,000	20,000	20,000	20,000
5000428 OTHER CHARGES	-148	0	0	0	0
<b>0000002 Departmental Income Total</b>	<b>119,352</b>	<b>120,000</b>	<b>120,000</b>	<b>195,000</b>	<b>195,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000534 TRANSFER FROM INSURANCE RESERV	1,564	0	0	0	0
5000545 CREDIT CARD REBATES	323	0	101	300	300
5000546 Trust Account Inflows	1,359,343	0	0	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<b>1,361,230</b>	<b>0</b>	<b>101</b>	<b>300</b>	<b>300</b>
<b>0000008 State Aid</b>					
5000801 DISTRICT ATTORNEY'S SALARY	72,189	72,189	0	72,189	72,189
5000808 OTHER STATE AID	0	68,311	0	139,319	139,319
<b>0000008 State Aid Total</b>	<b>72,189</b>	<b>140,500</b>	<b>0</b>	<b>211,508</b>	<b>211,508</b>
<b>Rev Totals for Dept: 06000000</b>	<b>1,552,771</b>	<b>260,500</b>	<b>120,101</b>	<b>406,808</b>	<b>406,808</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	1,928,318	2,060,212	1,213,837	2,227,883	2,260,517
6001001 SALARIES PART-TIME	34,702	24,790	28,613	26,296	28,818
6001009 OTHER PERSONNEL SERVICES	4,397	0	0	0	0
6001010 SALARY ADJUSTMENTS	0	0	0	75,000	75,000
<b>0000010 Personnel Service Totals</b>	<b>1,967,417</b>	<b>2,085,002</b>	<b>1,242,450</b>	<b>2,329,179</b>	<b>2,364,335</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	26,303	23,000	18,666	25,524	25,524
6004012 OFFICE SUPPLIES	9,940	3,000	12,887	12,000	12,000
6004023 BLDG AND GROUNDS SUPPLIES	944	2,000	0	0	0
6004044 QUARTERMASTER SUPPLIES	403	0	0	0	0

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
 DEPT: 06000000 District Attorney

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004045 TRAINING AND EDUCATIONAL SUPPL	0	0	472	1,200	1,200
6004048 MISC OPERATIONAL SUPPLIES	0	0	54	1,550	1,550
6004052 UNIFORMS	1,816	0	1,132	5,700	5,700
6004054 SAFETY SUPPLIES	0	0	136	13,270	13,270
6004056 COMPUTER EQUIPMENT(NON CAPITAL	0	0	5,666	3,000	3,000
6004100 POSTAGE AND FREIGHT	1,665	1,500	2,128	2,500	2,500
6004105 DUES AND MEMBERSHIPS	2,335	3,500	2,590	2,600	2,600
6004106 GENERAL OFFICE EXPENSES	37,057	5,000	4,606	15,100	15,100
6004127 OTHER INSTITUTIONAL EXPENSES	4	0	0	0	0
6004130 MOTOR EQUIP REPAIRS AND MAINT	4,146	0	0	0	0
6004131 PHOTOGRAPHIC EXPENSES	2,233	1,200	92	1,000	1,000
6004136 OPERATIONAL EQUIPMENT REPAIRS	708	0	0	0	0
6004138 OTHER OPERATIONAL EXPENSES	1,939	0	3,431	10,575	10,575
6004139 Trust Account Outflows	1,110,118	0	0	0	0
6004160 MILEAGE AND PARKING-LOCAL	6,457	4,500	5,398	6,900	6,900
6004161 TRAVEL HOTEL AND MEALS	2,945	4,500	4,197	5,000	5,000
6004164 NON-EMPLOYEE TRAVEL HOTEL & ME	5,691	12,000	6,763	12,000	12,000
6004168 OTHER PERSONNEL EXPENSES	20	0	226	0	0
6004192 SOFTWARE MAINTENANCE	0	0	0	700	700
6004196 COPYING MACHINE RENTALS	16,981	21,000	10,070	14,960	14,960
6004200 PROPERTY LOSS	1,564	0	0	0	0
6004402 LAB SERVICES	75	0	0	0	0
6004536 WITNESS EXPENSES	32,513	40,000	5,670	35,000	35,000
6004537 INVESTIGATIONS EXPENSES	10,010	15,000	8,415	17,000	17,000
6004541 STENOGRAPHIC SERVICES	62,092	60,000	40,157	50,000	50,000
6004542 SPECIAL PROSECUTOR EXPENSE	234,016	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>1,571,975</b>	<b>196,200</b>	<b>132,756</b>	<b>235,579</b>	<b>235,579</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	38,262	5,159	2,579	5,715	5,715
6004615 GASOLINE CHARGEBACK	3,641	7,875	2,783	10,500	10,500
6004616 FLEET SERVICE CHARGEBACK	10,781	11,250	11,250	15,792	15,792
6004626 TRANSPORTATION SERVICES CHARGE	12,360	22,899	22,899	16,757	16,757
<b>0000041 Chargeback Expenses Totals</b>	<b>65,044</b>	<b>47,183</b>	<b>39,511</b>	<b>48,764</b>	<b>48,764</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,656	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,656</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

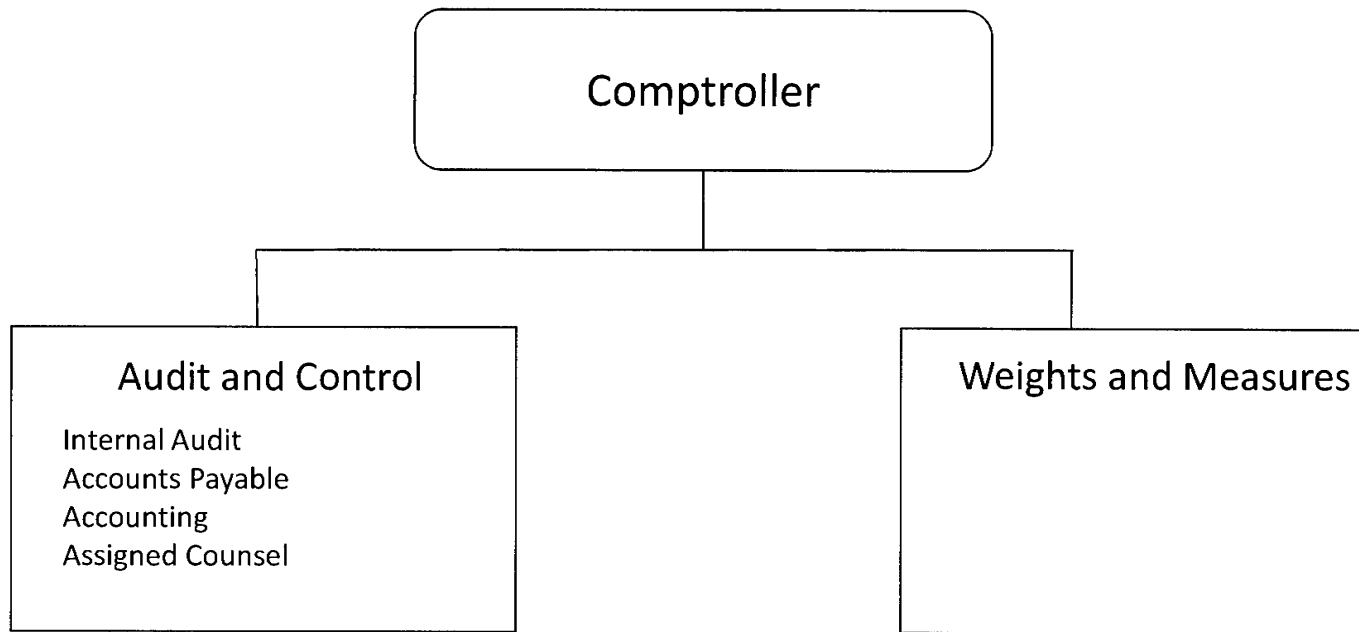
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 06000000 District Attorney

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	2	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	245,570	298,373	162,188	313,679	317,918
6008002 SOCIAL SECURITY	140,807	157,607	91,386	173,038	175,553
6008004 WORKERS COMPENSATION	20,222	21,115	10,558	21,052	21,052
6008006 LIFE INSURANCE	456	480	309	510	510
6008007 HEALTH INSURANCE	247,829	276,936	142,983	267,317	267,317
6008009 RETIREE HEALTH INSURANCE	60,359	66,799	45,201	70,392	70,392
6008010 DISABILITY INSURANCE	553	528	270	160	160
6008011 UNEMPLOYMENT INSURANCE	3,279	0	6,250	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	2,363	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>721,438</b>	<b>821,838</b>	<b>459,145</b>	<b>846,148</b>	<b>852,902</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	420,438	510,299	320,695	538,048	550,008
<b>0000090 Transfers Totals</b>	<b>420,438</b>	<b>510,299</b>	<b>320,695</b>	<b>538,048</b>	<b>550,008</b>
<b>Exp Totals for Dept: 06000000</b>	<b>4,747,970</b>	<b>3,660,522</b>	<b>2,194,557</b>	<b>3,997,718</b>	<b>4,051,588</b>
<b>Total for Dept: 06000000</b>	<b>-3,195,199</b>	<b>-3,400,022</b>	<b>-2,074,456</b>	<b>-3,590,910</b>	<b>-3,644,780</b>

# Audit and Control



**Audit and Control**  
**Audit and Control**

**Mission Statement**

Provide professional internal auditing services to the County of Broome in accordance with applicable professional standards. Assist the organization in identifying and controlling business risks. To help insure county resources are used in an ethical, effective and efficient manner and that assets are adequately safeguarded. Insure that all county bank accounts are reconciled in a proper and timely manner. Provide the final review and approval of all disbursements of County funds, 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, reconciles all county bank accounts, pays all county bills, and administers the county assigned counsel program.

**2019 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.
- Reconcile all bank accounts within 30 days of receipt of the bank statement.
- Use internal audit resources to assist the county in identifying and mitigating business risk.



Audit and Control 01010001

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Comptroller	J Admin	1	1	1	1
Secretary to the Comptroller	14 Admin	1	1	1	1
Internal Auditor/Trainee	21/19 CSEA	4	4	4	4
Accountant (County)	16 CSEA	1	1	1	1
Total Full-Time Positions		7	7	7	7
<u>Part-Time Positions</u>					
Secretary	14 Admin	1	1	1	1
Total Part-Time Positions		1	1	1	1
Total Positions		8	8	8	8

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 01000000 Audit and Control  
DIV: 01 Audit & Control

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
01000000 Audit and Control					
0000007 Misc Interfund Revenues					
5000545 CREDIT CARD REBATES	37	0	28	0	0
0000007 Misc Interfund Revenues Totals	37	0	28	0	0
Rev Total for Div: 0101	37	0	28	0	0
0000010 Personnel Service					
6001000 SALARIES FULL-TIME	441,927	453,990	254,947	461,719	464,147
6001001 SALARIES PART-TIME	34,515	33,735	19,900	33,735	34,385
0000010 Personnel Service Totals	476,442	487,725	274,847	495,454	498,532
0000040 Contractual Expenditures					
6004010 BOOKS AND SUBSCRIPTIONS	0	400	0	0	0
6004012 OFFICE SUPPLIES	454	1,200	234	1,200	1,200
6004048 MISC OPERATIONAL SUPPLIES	900	0	0	0	0
6004060 NURSING SUPPLIES	89	0	0	0	0
6004073 SUBSCRIPTIONS	479	0	468	0	0
6004100 POSTAGE AND FREIGHT	0	60	0	0	0
6004105 DUES AND MEMBERSHIPS	2,539	790	2,244	790	790
6004106 GENERAL OFFICE EXPENSES	16	0	0	0	0
6004160 MILEAGE AND PARKING-LOCAL	694	500	435	500	500
6004161 TRAVEL HOTEL AND MEALS	1,198	0	1,188	0	0
6004162 EDUCATION AND TRAINING	1,891	0	1,319	0	0
6004501 AUDIT FEES	156,000	185,000	145,500	155,000	155,000
6004539 COURT ASSIGNED ATTORNEY-PUBLIC	1,408,047	1,367,551	478,795	1,367,551	1,367,551
6004540 COURT ASSIGNED ATTORNEY-FAMILY	1,137,694	1,298,893	710,902	1,298,893	1,298,893
0000040 Contractual Expenditures Totals	2,710,001	2,854,394	1,341,085	2,823,934	2,823,934
0000041 Chargeback Expenses					
6004602 INSURANCE PREMIUM CHARGEBACK	143	164	82	186	186
0000041 Chargeback Expenses Totals	143	164	82	186	186

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 01000000 Audit and Control  
 DIV: 01 Audit & Control

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	64,364	74,007	39,329	73,537	74,081
6008002 SOCIAL SECURITY	34,883	37,312	20,033	37,903	38,139
6008004 WORKERS COMPENSATION	3,129	2,899	1,450	2,802	2,802
6008006 LIFE INSURANCE	120	120	75	120	120
6008007 HEALTH INSURANCE	61,578	61,356	33,685	64,657	64,657
6008009 RETIREE HEALTH INSURANCE	58,683	58,432	39,122	61,582	61,582
6008010 DISABILITY INSURANCE	436	441	247	400	400
<b>0000080 Employee Benefits Totals</b>	<b>223,193</b>	<b>234,567</b>	<b>133,941</b>	<b>241,001</b>	<b>241,781</b>
<b>Exp Total for Div: 0101</b>	<b>3,409,779</b>	<b>3,576,850</b>	<b>1,749,955</b>	<b>3,560,575</b>	<b>3,564,433</b>
<b>Total for Div: 01000000</b>	<b>-3,409,742</b>	<b>-3,576,850</b>	<b>-1,749,927</b>	<b>-3,560,575</b>	<b>-3,564,433</b>

## **Audit and Control Weights and Measures**

### **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 and 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 and Measures inspects and tests 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, in accordance with the requirements promulgated by the New York State Department of Agriculture and Markets – Bureau of Weights and Measures.

### **2019 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.

Audit and Control 01020001  
Weights and Measures

As of  
7/5/2018

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of Weights & Measures	21 Admin	1	1	1	1
Weights & Measures Inspector	15 CSEA	1	1	1	1
Total Full-Time Positions		2	2	2	2
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		2	2	2	2

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 01000000 Audit and Control  
DIV: 02 Weights & Measures

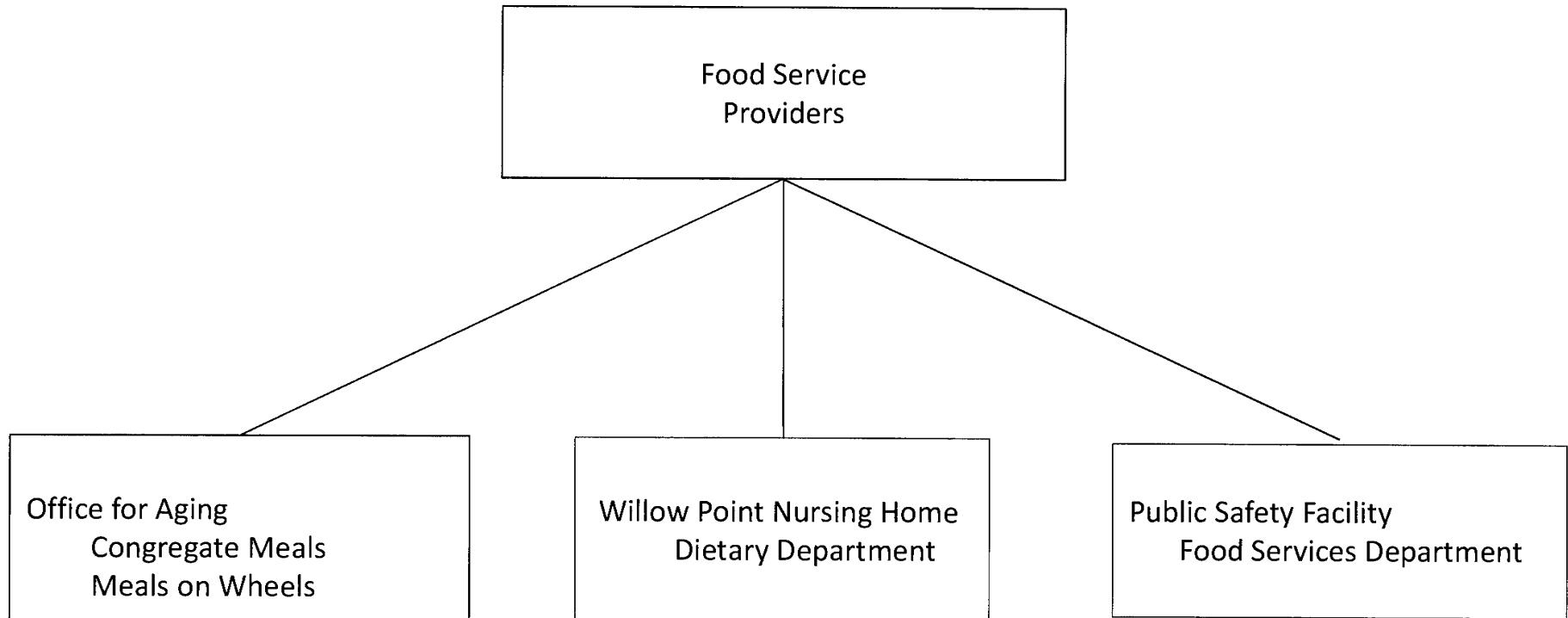
Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000118 FEES FOR SERVICES	53,540	55,000	29,404	55,000	55,000
<b>0000002 Departmental Income Totals</b>	53,540	55,000	29,404	55,000	55,000
<b>Rev Total for Div: 0102</b>	<b>53,540</b>	<b>55,000</b>	<b>29,404</b>	<b>55,000</b>	<b>55,000</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	112,940	113,954	68,939	115,323	116,499
<b>0000010 Personnel Service Totals</b>	112,940	113,954	68,939	115,323	116,499
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	34	0	0	0	0
6004048 MISC OPERATIONAL SUPPLIES	903	900	467	900	900
6004052 UNIFORMS	0	350	512	350	350
6004054 SAFETY SUPPLIES	151	0	0	0	0
6004105 DUES AND MEMBERSHIPS	206	265	206	265	265
6004106 GENERAL OFFICE EXPENSES	40	0	0	0	0
6004138 OTHER OPERATIONAL EXPENSES	-7,313	0	-2,775	0	0
6004161 TRAVEL HOTEL AND MEALS	995	0	992	0	0
6004162 EDUCATION AND TRAINING	38	0	108	0	0
<b>0000040 Contractual Expenditures Totals</b>	-4,946	1,515	-490	1,515	1,515
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	62	69	69	79	79
6004615 GASOLINE CHARGEBACK	1,184	1,575	644	2,100	2,100
6004616 FLEET SERVICE CHARGEBACK	4,312	4,500	4,500	4,512	4,512
<b>0000041 Chargeback Expenses Totals</b>	5,558	6,144	5,213	6,691	6,691
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	18,084	20,535	11,832	20,366	20,574
6008002 SOCIAL SECURITY	8,103	8,717	4,938	8,822	8,912

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 01000000 Audit and Control  
 DIV: 02 Weights & Measures

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008006 LIFE INSURANCE	30	30	20	30	30
6008007 HEALTH INSURANCE	22,558	22,477	14,099	23,686	23,686
6008009 RETIREE HEALTH INSURANCE	32,923	32,804	21,949	34,569	34,569
6008010 DISABILITY INSURANCE	87	88	54	80	80
<b>0000080 Employee Benefits Totals</b>	<b>81,785</b>	<b>84,651</b>	<b>52,892</b>	<b>87,553</b>	<b>87,851</b>
<b>Exp Total for Div: 0102</b>	<b>195,337</b>	<b>206,264</b>	<b>126,554</b>	<b>211,082</b>	<b>212,556</b>
<b>Total for Div: 01000000</b>	<b>-141,797</b>	<b>-151,264</b>	<b>-97,150</b>	<b>-156,082</b>	<b>-157,556</b>
<b>Total for Dept: 01000000</b>	<b>-3,551,539</b>	<b>-3,728,114</b>	<b>-1,847,077</b>	<b>-3,716,657</b>	<b>-3,721,989</b>

# Central Food and Nutrition Services





## **Central Food and Nutrition Services**

### **Mission Statement**

Central Food and Nutrition Services accounts for contracts with private vendors to provide food services for Office for Aging, Willow Point Nursing Home, and the Broome County Public Safety Facility. Other continuing expenses are included.

### **2019 Objectives**

- Reduce costs and assure high level of user acceptance and satisfaction for the Office for Aging, Willow Point Nursing Home, and the Broome County Public Safety Facility.
- The Office for Aging will refine meals to reduce the amount of sodium in food provided and provide healthier food options in keeping with the changing needs and guidelines of the aging population.
- Willow Point Nursing Home administration and staff will meet the changing needs of the residents for meals, snacks, special functions and hydration status, and monitor the cost of these programs.
- The Sheriff Department Corrections administration and medical staff will meet the nutritional needs of the inmates within established guidelines.

### **2019 Budget Highlights**

- Food services will be provided in conjunction with the vendors to maximize nutritional value within acceptable cost limits.
- New vendors selected to improve quality of services.

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2060 Central Kitchen Operating  
DEPT: 02000000 Central Foods

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000328 CHARGES FOR FOOD SERVICE	5,290,075	5,303,871	2,846,599	5,156,138	5,156,138
<b>0000002 Departmental Income Total</b>	<u>5,290,075</u>	<u>5,303,871</u>	<u>2,846,599</u>	<u>5,156,138</u>	<u>5,156,138</u>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	240	100	706	200	200
<b>0000003 Use of Money Total</b>	<u>240</u>	<u>100</u>	<u>706</u>	<u>200</u>	<u>200</u>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000518 SALE OF EQUIPMENT	46,801	0	0	0	0
<b>0000006 Sale of Prop and Comp for Loss Total</b>	<u>46,801</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>0000007 Misc Interfund Revenues</b>					
5000532 PREMIUM & ACCRUED INT ON OBLIG	699	0	0	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<u>699</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>0000009 Federal Aid</b>					
5000952 ARRA DEBT REIMBURSEMENT	3,922	3,919	1,134	3,932	3,932
<b>0000009 Federal Aid Total</b>	<u>3,922</u>	<u>3,919</u>	<u>1,134</u>	<u>3,932</u>	<u>3,932</u>
<b>Rev Totals for Dept: 02000000</b>	<u>5,341,737</u>	<u>5,307,890</u>	<u>2,848,439</u>	<u>5,160,270</u>	<u>5,160,270</u>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	91,150	0	0	0	0
6001009 OTHER PERSONNEL SERVICES	250	0	0	0	0
<b>0000010 Personnel Service Totals</b>	<u>91,400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2060 Central Kitchen Operating  
DEPT: 02000000 Central Foods

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000040 Contractual Expenditures</b>					
6004022 FUEL AND HEATING SUPPLIES	6,975	0	0	0	0
6004030 FOOD AND BEVERAGES	744	0	0	0	0
6004031 KITCHEN AND DINING ROOM SUPPLI	250	0	0	0	0
6004048 MISC OPERATIONAL SUPPLIES	3,358	0	0	0	0
6004113 WATER AND SEWAGE CHARGES	777	0	0	0	0
6004115 ELECTRIC CURRENT	3,419	0	0	0	0
6004117 BUILDING AND GROUNDS EXPENSES	3,153	0	0	0	0
6004120 KITCHEN & DINING ROOM EXPENSES	3,493	0	0	0	0
6004138 OTHER OPERATIONAL EXPENSES	296	0	0	0	0
6004255 CONTRACTED SERVICES	4,700,720	4,932,446	2,700,991	4,827,187	4,827,187
6004504 OTHER FINANCIAL SERVICES	379	310	94	275	275
6004594 LOSS ON DISPOSITION OF ASSETS	921,251	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>5,644,815</b>	<b>4,932,756</b>	<b>2,701,085</b>	<b>4,827,462</b>	<b>4,827,462</b>
<b>0000041 Chargeback Expenses</b>					
6004601 INDIRECT COSTS	103,730	81,765	0	46,533	46,533
6004602 INSURANCE PREMIUM CHARGEBACK	7,887	5,223	2,612	4,078	4,078
<b>0000041 Chargeback Expenses Totals</b>	<b>111,617</b>	<b>86,988</b>	<b>2,612</b>	<b>50,611</b>	<b>50,611</b>
<b>0000042 Depreciation</b>					
6004801 DEPRECIATION - BUILDINGS	27,069	0	0	0	0
6004803 DEPRECIATION - IMPROV O/T BLDG	9,286	0	0	0	0
6004805 DEPRECIATION - MACHINERY & EQU	452	0	0	0	0
<b>0000042 Depreciation Totals</b>	<b>36,807</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	0	31,633	0	33,229	33,229
<b>0000060 Principal on Indebtedness Totals</b>	<b>0</b>	<b>31,633</b>	<b>0</b>	<b>33,229</b>	<b>33,229</b>
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	17,681	15,736	4,767	14,114	14,114
<b>0000070 Interest on Indebtedness Totals</b>	<b>17,681</b>	<b>15,736</b>	<b>4,767</b>	<b>14,114</b>	<b>14,114</b>

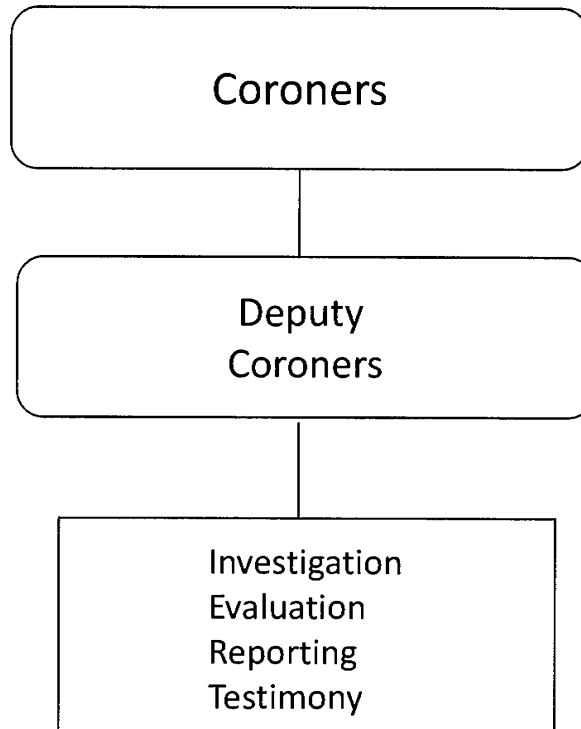
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2060 Central Kitchen Operating  
DEPT: 02000000 Central Foods

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	14,424	0	0	0	0
6008002 SOCIAL SECURITY	6,940	0	0	0	0
6008004 WORKERS COMPENSATION	63,274	52,011	26,006	42,858	42,858
6008006 LIFE INSURANCE	18	0	0	0	0
6008007 HEALTH INSURANCE	1,074	0	0	0	0
6008008 OPEB - HEALTH INSURANCE	-20,469	0	0	0	0
6008009 RETIREE HEALTH INSURANCE	187,442	188,266	121,924	191,996	191,996
6008011 UNEMPLOYMENT INSURANCE	8,271	500	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>260,974</b>	<b>240,777</b>	<b>147,930</b>	<b>234,854</b>	<b>234,854</b>
<b>Exp Totals for Dept: 02000000</b>	<b>6,163,294</b>	<b>5,307,890</b>	<b>2,856,394</b>	<b>5,160,270</b>	<b>5,160,270</b>
<b>Total for Dept: 02000000</b>	<b>-821,557</b>	<b>0</b>	<b>-7,955</b>	<b>0</b>	<b>0</b>

# Coroners



## Coroners

### Mission Statement

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. Coroners are duly licensed physicians and provide court testimony concerning the results of their investigations. The Deputy Coroners are duly licensed Nurse Practitioners, who assist the Coroners in the performance of their duties.

Routine administration is done by the Law Department.

### 2019 Objectives

- Maintain current levels of service.

### 2019 Budget Highlights

- Maintain.

Coroner 03000001

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
None					
Total Full-Time Positions		0	0	0	0
<u>Part-Time Positions</u>					
Coroner	NA	2	2	2	2
Deputy Coroner	NA	2	2	2	2
Total Part-Time Positions		4	4	4	4
Total Positions		4	4	4	4

REPORT:BP032

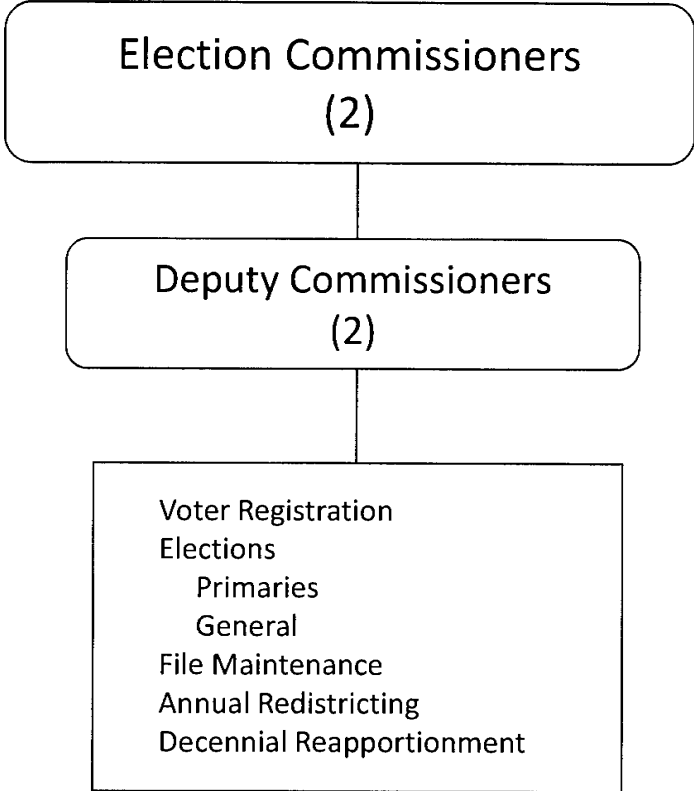
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 03000000 Coroners

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001001 SALARIES PART-TIME	144,615	148,000	90,731	148,000	148,000
<b>0000010 Personnel Service Totals</b>	<u>144,615</u>	<u>148,000</u>	<u>90,731</u>	<u>148,000</u>	<u>148,000</u>
<b>0000040 Contractual Expenditures</b>					
6004105 DUES AND MEMBERSHIPS	0	200	0	200	200
6004143 TRANSPORTATION SERVICES	83,305	80,000	30,583	90,000	90,000
6004161 TRAVEL HOTEL AND MEALS	263	500	0	500	500
6004162 EDUCATION AND TRAINING	675	500	0	500	500
6004406 MEDICAL AND HOSPITAL SERVICES	300,112	300,000	110,540	300,000	300,000
<b>0000040 Contractual Expenditures Totals</b>	<u>384,355</u>	<u>381,200</u>	<u>141,123</u>	<u>391,200</u>	<u>391,200</u>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	17,809	21,268	12,463	20,927	20,927
6008002 SOCIAL SECURITY	11,063	11,322	6,941	11,322	11,322
6008004 WORKERS COMPENSATION	763	755	378	676	676
<b>0000080 Employee Benefits Totals</b>	<u>29,635</u>	<u>33,345</u>	<u>19,782</u>	<u>32,925</u>	<u>32,925</u>
<b>Exp Totals for Dept: 03000000</b>	<u>558,605</u>	<u>562,545</u>	<u>251,636</u>	<u>572,125</u>	<u>572,125</u>
<b>Total for Dept: 03000000</b>	<u>-558,605</u>	<u>-562,545</u>	<u>-251,636</u>	<u>-572,125</u>	<u>-572,125</u>



# Elections



## Elections

### Mission Statement

To ensure that all eligible County citizens are offered an opportunity to register and vote. Maintain complete and accurate voter information for all registered voters in Broome County. Ensure that the integrity of the balloting process is maintained throughout Broome County. Enforce all provisions of the New York State Election Law. Institute all federal and state HAVA guidelines. Expand efforts in reaching the public through our website, BroomeVotes.com, and through social media outlets such as Facebook and Twitter.

### 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.

### 2019 Objectives

The department will continue utilizing technology to reduce paper. We will also continue to educate our staff and technicians to remain current with the many mandatory state changes. We will also work with the community to broaden voter outreach with the BroomeVotes.com website, Facebook and Twitter as well as with our Inspector Coordinators to enlist and retain Inspectors.

## 2019 Budget Highlights

- 2019 has the potential for two elections to occur; the State and Local primary in September and the General Election in November. There are at least 30 offices that will currently be on the ballot, including a 6<sup>th</sup> Judicial Supreme Court Justice, the District Attorney, and offices in the City of Binghamton and the Town of Vestal. Regulations have changed with registering to vote through State Agencies, and has increased the volume of forms coming through our office therefore increasing the daily work load of the staff.

Elections 07000001

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Deputy Commissioner of Elections	C Admin	2	2	2	2
Election Technology Coordinator	22 Admin	2	2	2	2
Election Operations Assistant	14 CSEA	2	2	2	2
Voter Service Specialist	12 CSEA	0	0	2	2
Total Full-Time Positions		6	6	8	8
<u>Part-Time Positions</u>					
Voter Service Specialist	12 CSEA	0	2	2	2
Voter Service Specialist	6 CSEA	2	0	0	0
Commissioner of Elections	NA	2	2	2	2
Total Part-Time Positions		4	4	4	4
Total Positions		10	10	12	12

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 07000000 Elections

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000179 CHARGES FOR SERVICES	511,567	535,000	535,000	535,000	535,000
5000227 TITLE SEARCH FEES	0	0	300	0	0
<b>0000002 Departmental Income Total</b>	<b>511,567</b>	<b>535,000</b>	<b>535,300</b>	<b>535,000</b>	<b>535,000</b>
 <b>Rev Totals for Dept: 07000000</b>	 <b>511,567</b>	 <b>535,000</b>	 <b>535,300</b>	 <b>535,000</b>	 <b>535,000</b>
 <b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	317,320	322,648	202,732	399,450	404,273
6001001 SALARIES PART-TIME	50,697	74,389	49,212	73,236	73,236
6001002 SALARIES TEMPORARY	94,605	193,522	23,652	150,000	100,000
6001003 SALARIES OVERTIME	880	10,000	688	5,000	5,000
<b>0000010 Personnel Service Totals</b>	<b>463,502</b>	<b>600,559</b>	<b>276,284</b>	<b>627,686</b>	<b>582,509</b>
 <b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	0	500	0	500	500
6004011 DUPLICATING AND PRINTING RM SU	70,143	127,000	7,673	115,000	95,000
6004012 OFFICE SUPPLIES	2,046	5,377	5,098	8,000	6,000
6004023 BLDG AND GROUNDS SUPPLIES	0	500	0	500	500
6004048 MISC OPERATIONAL SUPPLIES	0	0	708	0	0
6004100 POSTAGE AND FREIGHT	18,567	32,000	2,516	32,000	25,000
6004105 DUES AND MEMBERSHIPS	520	260	0	260	260
6004117 BUILDING AND GROUNDS EXPENSES	0	500	156	1,000	1,000
6004137 ADVERTISING AND PROMOTION EXPE	4,014	6,000	1,687	6,000	5,000
6004138 OTHER OPERATIONAL EXPENSES	136,778	290,000	-4,239	275,000	250,000
6004160 MILEAGE AND PARKING-LOCAL	2,626	8,000	687	5,000	5,000
6004161 TRAVEL HOTEL AND MEALS	2,965	3,000	0	5,000	3,000
6004162 EDUCATION AND TRAINING	1,185	5,000	60	5,000	3,000
6004196 COPYING MACHINE RENTALS	2,226	3,000	1,216	3,000	3,000
<b>0000040 Contractual Expenditures Totals</b>	<b>241,070</b>	<b>481,137</b>	<b>15,562</b>	<b>456,260</b>	<b>397,260</b>
 <b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	1,547	1,289	644	778	778

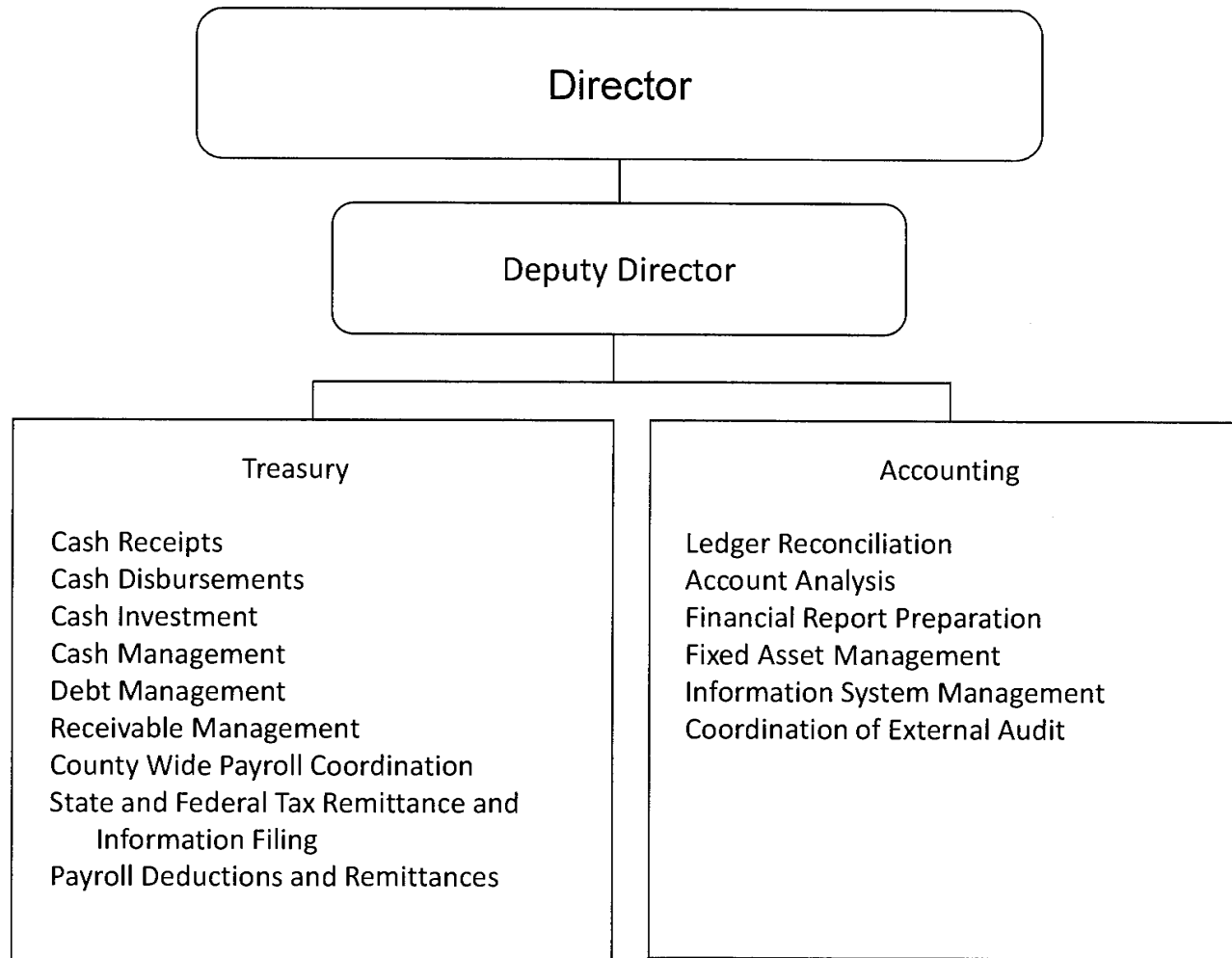
REPORT:BP032

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
 DEPT: 07000000 Elections

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004609 DATA PROCESSING CHARGEBACKS	0	55,574	0	60,917	60,917
6004614 OTHER CHARGEBACK EXPENSES	0	0	0	16,054	16,054
6004615 GASOLINE CHARGEBACK	160	225	76	300	300
6004616 FLEET SERVICE CHARGEBACK	2,156	2,250	2,250	2,256	2,256
<b>0000041 Chargeback Expenses Totals</b>	<b>3,863</b>	<b>59,338</b>	<b>2,970</b>	<b>80,305</b>	<b>80,305</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	43,732	51,564	31,765	58,947	59,552
6008002 SOCIAL SECURITY	34,089	30,374	20,039	36,159	36,528
6008004 WORKERS COMPENSATION	38,126	88,698	44,349	88,521	88,521
6008006 LIFE INSURANCE	154	150	100	180	180
6008007 HEALTH INSURANCE	52,492	55,791	33,292	87,932	87,932
6008009 RETIREE HEALTH INSURANCE	38,411	38,253	20,526	31,969	31,969
6008010 DISABILITY INSURANCE	288	352	213	480	480
6008011 UNEMPLOYMENT INSURANCE	668	0	1,336	0	0
<b>0000080 Employee Benefits Totals</b>	<b>207,960</b>	<b>265,182</b>	<b>151,620</b>	<b>304,188</b>	<b>305,162</b>
<b>Exp Totals for Dept: 07000000</b>	<b>916,395</b>	<b>1,406,216</b>	<b>446,436</b>	<b>1,468,439</b>	<b>1,365,236</b>
<b>Total for Dept: 07000000</b>	<b>-404,828</b>	<b>-871,216</b>	<b>88,864</b>	<b>-933,439</b>	<b>-830,236</b>

# Office of Management and Budget



## **Office of Management and Budget**

### **Mission Statement**

The Office of Management and Budget (OMB) was established by Local Law 9 of 2010 which amended Article V of the Broome County Charter. The Finance Department and Office of Budget and Research were combined to form this office in 2011. The Director of the Office of Management and Budget is the Chief Fiscal Officer of the County. Accurate accounting and reporting of County financial operations conforming with governmental Generally Accepted Accounting Principles (GAAP) is a primary departmental function. The Director, as County Treasurer, receives county funds and invests cash to maximize return. The department coordinates and prepares the county's operating, capital, and grant budgets, coordinates the biweekly employee payroll process, and prepares necessary state and federal tax and employment information filings. Tax receivable management is a major responsibility.

### **Description**

The Deputy Director serves under the Director and oversees accounting, treasury and payroll operations and works with budgetary and legislative issues. This position assists the Director with the preparation and control of the county operating, capital, and grant budgets.

Town and County real property tax warrants and bills are prepared annually. Information used in 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 (The Agency) establish payments in lieu of taxes (PILOT) to be paid by the businesses. The county also bills

for and collects city payments in lieu of taxes. The Office of Management and Budget computes the charges based on agreements and prepares billings.

Town tax collector warrants expire in April and school and village collector warrants expire in November. Upon expiration of the warrants, the county becomes the receiver of taxes. Unpaid school and village taxes are returned to the county. These amounts are remitted to the school districts and villages the April following their return.

The department 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 twice monthly (three times in June and December) and distributed to local municipalities quarterly. Mortgage tax is received from the County Clerk monthly and distributed to local municipalities semi-annually. Mortgage tax reports are completed and filed with New York State.

The department maintains county bank accounts using a pooled cash approach to cash management for amounts not legally required to be segregated. Cash is invested to maximize earnings using alternatives prescribed or regulated by state law.

The department maintains the county accounting ledger and prepares the county financial reports. The Comprehensive Annual Financial Report (CAFR) and the State Comptroller's Annual Update Document (AUD) are prepared in accordance with Generally Accepted Accounting Principles. The department works extensively with external auditors and prepares reports as necessary.

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

Sales tax forms for taxes collected by the county are prepared monthly and uploaded to the New York State Department of Taxation and Finance website.

The department coordinates the county payroll function. This includes various reconciliations and software maintenance. Quarterly and annual payroll reports, including W-2s, are prepared and filed with New York State, the Internal Revenue Service and the Social Security Administration.

The department is responsible for the management of county fixed assets, except for Willow Point Nursing Home.

Debt is issued by the department based on cash needs for the county capital program. An Official Statement is prepared and distributed to capital markets to obtain the best interest rate. Arbitrage computations are completed and mandatory filings to the federal government made.

The Community College budget is also submitted for adoption to the Legislature. Spending guidelines for departments are adhered to, and capital projects are monitored to ensure timely completion.

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

General County revenue accounts are presented in the department budget.

Public administrator fees and tax search certificate fees directly underwrite the department's activities.

### **2019 Objectives**

- Prepare the County Comprehensive Annual Financial Report, federally required Single Audit report, state required Department of Transportation Single Audit Report, and Landfill Financial Assurance Plan.
- Prepare the annual State Comptroller financial report.
- Maintain the financial records and reports of the Broome Tobacco Asset Securitization Corporation.
- Training and cross-training of financial personnel both internal and external to the department.
- Review and documentation of processes.
- Issuance of debt as necessary, emphasis on capital project management.
- Maximize earnings on county funds.
- Maintain the County financial system to meet financial information and reporting needs.
- Improve efficiency, enhance performance and reduce expenses.
- Assist departments with financial operations.

### **2019 Budget Highlights**

- Continue to be the county center of financial competency and be a resource to county departments including assisting several departments directly with the financial operations in those departments.
- Reorganization of the department will achieve the consolidation of financial and budgeting functions



Office of Management and Budget 45010001

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/18 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of the Office of Management and Budget	K Admin	1	1	1	1
Deputy Director of OMB	G Admin	0	1	1	1
Deputy Director of OMB - Accounting	G Admin	1	0	0	0
Deputy Director of OMB - Budget	F Admin	1	0	0	0
Treasury Manager	26 BAPA	0	1	1	1
Treasury Manager	23 BAPA	1	0	0	0
Senior Financial Analyst	24 BAPA	0	1	1	1
Senior Financial Analyst	21 BAPA	1	0	0	0
Treasury Associate	20 BAPA	0	1	1	1
Treasury Associate	19 BAPA	1	0	0	0
Payroll Supervisor	20 BAPA	0	1	1	1
Payroll Supervisor	18 BAPA	1	0	0	0
Financial Analyst	19 CSEA	3	3	3	3
Treasury Clerk	14 CSEA	3	3	3	3
Principal Account Clerk *	13 CSEA	2	2	1	1
Total Full-Time Positions		15	14	13	13
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		15	14	13	13

\*One position transferred to Public Works,Parks,Recreation & Youth Services in 2019

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating

DEPT: 45000000 Office of Management &amp; Budget

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000001 Tax Items</b>					
5000001 REAL PROPERTY TAXES	70,482,368	73,005,567	72,964,639	72,640,512	72,640,512
5000003 PAYMENT IN LIEU OF TAXES	1,105,582	1,200,000	1,071,349	1,166,000	1,166,000
5000004 INTEREST & PENAL-REAL PROP TAX	3,238,876	3,750,000	2,787,096	3,500,000	3,500,000
5000010 SALES AND USE TAX	126,029,600	79,838,166	42,834,747	83,780,000	83,780,000
<b>0000001 Tax Items Total</b>	<b>200,856,426</b>	<b>157,793,733</b>	<b>119,657,831</b>	<b>161,086,512</b>	<b>161,086,512</b>
<b>0000002 Departmental Income</b>					
5000102 COMMISSIONER OF FINANCE	98,477	91,000	65,955	91,000	91,000
5000104 CLERK FEES	0	0	2	0	0
5000188 COMMUNITY COLLEGE CAPITAL COST	550,691	520,000	0	520,000	520,000
5000227 TITLE SEARCH FEES	450	0	0	0	0
5000327 FINANCE DEPT CHARGEBACKS	1,532	0	0	0	0
5000426 MISCELLANEOUS	69	0	8	0	0
5000431 MISCELLANEOUS	-1,161	0	0	0	0
<b>0000002 Departmental Income Total</b>	<b>650,058</b>	<b>611,000</b>	<b>65,965</b>	<b>611,000</b>	<b>611,000</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	58,360	30,000	87,187	100,000	100,000
<b>0000003 Use of Money Total</b>	<b>58,360</b>	<b>30,000</b>	<b>87,187</b>	<b>100,000</b>	<b>100,000</b>
<b>0000005 Fines and Forfeitures</b>					
5000493 HANDICAPPED PARKING SURCHARGE	663	0	0	0	0
<b>0000005 Fines and Forfeitures Total</b>	<b>663</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	64,305	50,350	60,000	50,000	50,000
5000550 OTB - DISTRIBUTED EARNINGS	85,438	90,000	31,420	80,000	80,000
<b>0000007 Misc Interfund Revenues Total</b>	<b>149,743</b>	<b>140,350</b>	<b>91,420</b>	<b>130,000</b>	<b>130,000</b>
<b>0000008 State Aid</b>					
5000887 COMPASSIONATE CARE ACT	9,929	0	9,922	0	0
5000888 CASINO LICENSING FEES	3,411,065	3,340,000	1,865,634	3,800,000	3,800,000

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
 DEPT: 45000000 Office of Management & Budget

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000008 State Aid Total	3,420,994	3,340,000	1,875,556	3,800,000	3,800,000
<b>Rev Totals for Dept: 45000000</b>	<b>205,136,244</b>	<b>161,915,083</b>	<b>121,777,959</b>	<b>165,727,512</b>	<b>165,727,512</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	746,657	792,853	488,236	777,574	780,876
6001002 SALARIES TEMPORARY	7,039	0	0	0	0
<b>0000010 Personnel Service Totals</b>	<b>753,696</b>	<b>792,853</b>	<b>488,236</b>	<b>777,574</b>	<b>780,876</b>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	4,483	3,500	1,060	3,500	3,500
6004048 MISC OPERATIONAL SUPPLIES	1,131	0	0	0	0
6004056 COMPUTER EQUIPMENT(NON CAPITAL	1,425	0	0	0	0
6004100 POSTAGE AND FREIGHT	186	150	160	200	200
6004105 DUES AND MEMBERSHIPS	730	750	660	750	750
6004106 GENERAL OFFICE EXPENSES	266	350	178	350	350
6004193 HARDWARE MAINTENANCE	0	0	75	0	0
6004196 COPYING MACHINE RENTALS	1,985	2,000	1,184	2,000	2,000
6004538 LEGAL CHARGES AND FEES	24	50	0	50	50
6004598 SALES TAX DISTRIBUTION	47,261,100	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>47,271,330</b>	<b>6,800</b>	<b>3,317</b>	<b>6,850</b>	<b>6,850</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	397	446	223	509	509
<b>0000041 Chargeback Expenses Totals</b>	<b>397</b>	<b>446</b>	<b>223</b>	<b>509</b>	<b>509</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	105,671	119,100	71,323	117,023	117,606
6008002 SOCIAL SECURITY	54,486	60,654	35,290	59,484	59,737
6008004 WORKERS COMPENSATION	3,874	3,425	1,713	3,523	3,523
6008006 LIFE INSURANCE	204	210	136	210	210

REPORT:BP032

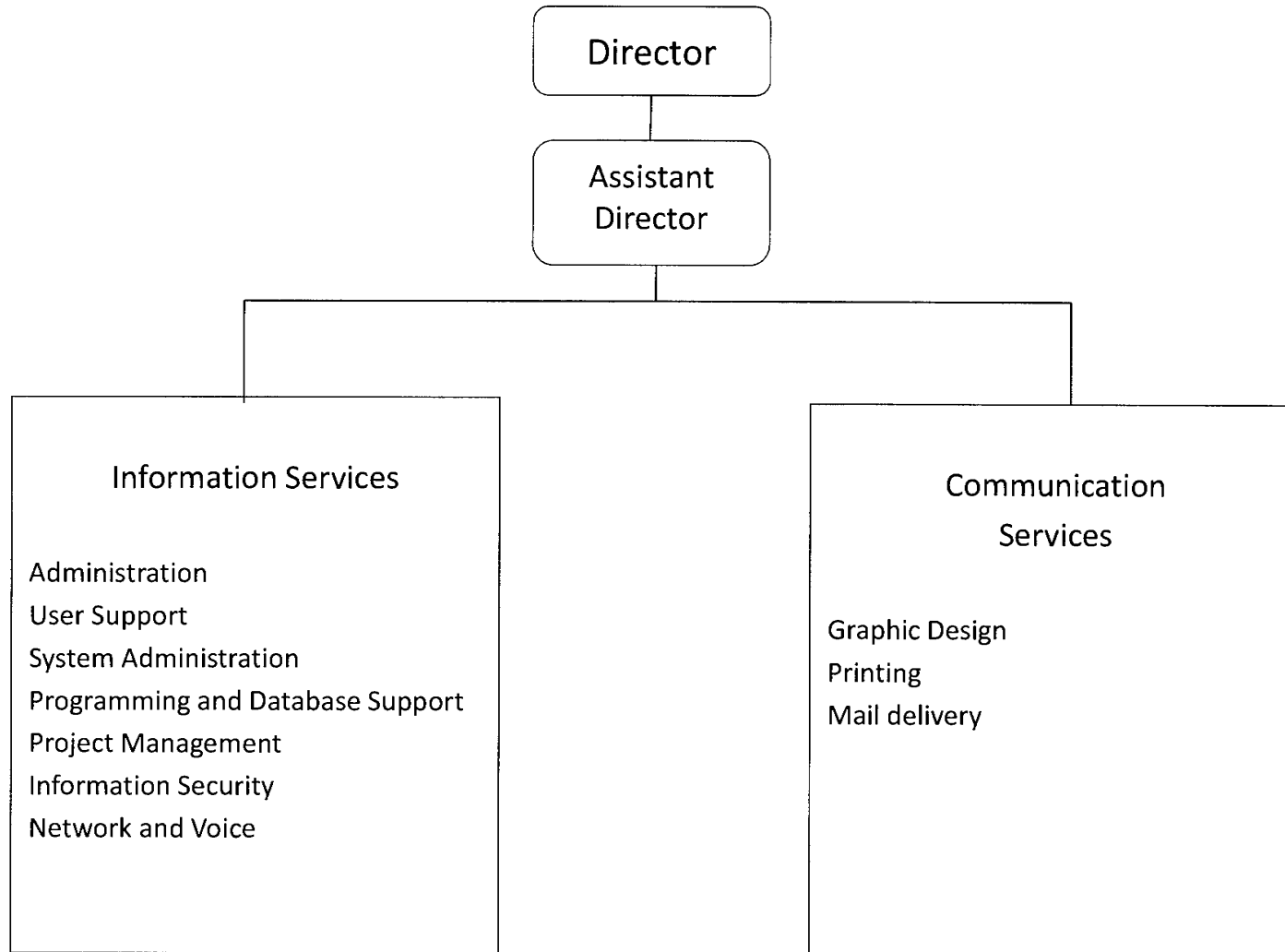
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating

DEPT: 45000000 Office of Management &amp; Budget

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008007 HEALTH INSURANCE	105,518	105,052	67,975	123,236	123,236
6008009 RETIREE HEALTH INSURANCE	26,636	26,522	17,758	34,354	34,354
6008010 DISABILITY INSURANCE	526	705	433	640	640
<b>0000080 Employee Benefits Totals</b>	<b>296,915</b>	<b>315,668</b>	<b>194,628</b>	<b>338,470</b>	<b>339,306</b>
<b>Exp Totals for Dept: 45000000</b>	<b>48,322,338</b>	<b>1,115,767</b>	<b>686,404</b>	<b>1,123,403</b>	<b>1,127,541</b>
<b>Total for Dept: 45000000</b>	<b>156,813,906</b>	<b>160,799,316</b>	<b>121,091,555</b>	<b>164,604,109</b>	<b>164,599,971</b>

# Information Technology



## Information Technology

### Mission Statement

Our mission is to deliver Information Technology, Printing, Graphic, and Mail Services to all County departments designated agencies and various non-profit organizations in a cost-effective, efficient, and professional manner. We strive to build and maintain a secure, reliable, highly available, efficient, sustainable and flexible infrastructure.

### Description

The Division of Information Technology is comprised of two main sections: Information Services (Data, Voice and Video Services) and Communications Services (printing, graphics and mail services areas).

#### Information Services:

The Computer Center is comprised of five groups: Administration, Customer Desktop Support, Systems Support, Network Support and Programming.

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

Customer Desktop Support staff provides computer user support during regular business hours for all systems and are on-call 24 by 7 supporting critical safety systems. The staff purchases, configures and deploys all new desktop, laptop and mobile equipment and peripherals.

System Support staff supports all server and security equipment county-wide. Resolves problems, maintains existing equipment and installs new servers, appliances, network storage, etc. They prepare specifications for all computer equipment and software, orders-receives-tests-installs new servers, network storage, spam filters, web filters, etc. The staff also plans all enhancements in equipment, as well as assists the Programming staff with related matters. They are also the interface between vendor supported applications and the vendors and users.

Programming staff supports and maintains HR, Payroll and Financial systems as well as any custom programming and develops new custom computer programs, performs problem resolutions, conducts feasibility studies, researches new solutions and software packages, and develops user documentation and training materials for new programs.

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

Network and Telecom Support is responsible for the design, development, implementation and maintenance of Broome County's network, voice, video, and unified communication systems. They design and manage the network infrastructure including routers, switches, firewalls, virtual private network connections.

They also maintain all data communication lines and wireless data connections between county facilities and many municipalities and non-profit groups. Including, but not limited to hosting and supporting public safety systems used by over 105 other counties, towns and municipalities across the state.

### **2019 Objectives**

- Provide a modern technology infrastructure that is secure, sustainable, highly available and resilient by replacing old technology with enterprise level solutions that can be shared among county departments and offer that same infrastructure to local towns and villages where possible as shared services.
- Evaluate existing systems and standardize on as few platforms and applications as is possible.
- Virtualize servers and desktops wherever possible as a means of providing flexibility and reduced overall costs by sharing resources.
- Continue to update the county network to provide the resiliency and bandwidth needed for the continually expanding data needs in a secure and responsible fashion.

### **2019 Budget Highlights**

- Reduce expensive maintenance on older equipment by replacing aging hardware with new and more energy efficient models. Consolidate network appliances where possible to reduce the amount of equipment needing support.

- Core network equipment that is over ten years old and going end of support will be replaced. We will also be upgrading our virtual desktop and server equipment.
- Our goal is to complete an Information Disaster Recovery plan and document the supported systems in an IT Catalog of Services.

## Information Technology 10020001

<u>Title of Position</u>	<u>Grade/Unit</u>	As of			
		2017 Actuals	7/5/2018 Current Authorized	2019 Requested	2019 Recommended
<u>Full-Time Positions</u>					
Director of Information Services	I Admin	1	1	1	1
Assistant Director of Information Technology	H Admin	1	1	1	1
Systems Programmer II	26 BAPA	1	1	1	1
Systems Administrator	26 BAPA	1	1	1	1
Telecommunications Manager	25 BAPA	1	1	1	1
Business Analyst	25 BAPA	1	1	1	1
Data Base Analyst	24 BAPA	1	1	1	1
Computer Programmer Analyst	23 BAPA	2	2	2	2
IT Project Coordinator	23 BAPA	1	1	0	1
Network Engineer	23 BAPA	0	0	1	0
Information Security Analyst	22 BAPA	0	0	1	0
Network Specialist	22 BAPA	4	4	4	4
Computer Technician Coordinator	20 BAPA	1	1	1	1
Telecommunications Technician	20 CSEA	1	1	1	1
Data Communications Technician	20 CSEA	0	0	1	1
Senior Computer Hardware Technician	18 CSEA	1	1	1	1
Data Communications Technician	18 CSEA	1	1	0	0
Computer Hardware Technician *	16 CSEA	3	3	4	3
Senior Computer Operator	16 CSEA	2	2	1	2
IT Contract Coordinator	16 CSEA	0	0	1	1
Secretary	13 CSEA	1	1	1	1
IT Contract Coordinator	13 CSEA	1	1	0	0
Total Full-Time Positions		25	25	26	25
<u>Part-Time Positions</u>					
Computer Operations Supervisor	20 BAPA	1	1	1	1
Total Part-Time Positions		1	1	1	1
Total Positions		26	26	27	26

\*One position unfunded since 2014



BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 10000000 Information Technology  
 DIV: 02 IT-Information Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000111 TELEPHONE CHGS - OUTSIDE USERS	17,053	8,181	6,371	15,680	15,680
5000305 DATA PROCESSING SERVICES	1,963,599	2,134,856	1,053,774	2,178,080	2,178,080
5000315 TELEPHONE CHGS - COUNTY OWNED	378,789	359,577	142,871	314,684	314,684
5000426 MISCELLANEOUS	9,824	9,362	3,750	5,642	5,642
<b>0000002 Departmental Income Totals</b>	<b>2,369,265</b>	<b>2,511,976</b>	<b>1,206,766</b>	<b>2,514,086</b>	<b>2,514,086</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	9,300	0	0	0	0
5000534 TRANSFER FROM INSURANCE RESERV	0	1,741	1,741	0	0
5000545 CREDIT CARD REBATES	801	400	247	400	400
<b>0000007 Misc Interfund Revenues Totals</b>	<b>10,101</b>	<b>2,141</b>	<b>1,988</b>	<b>400</b>	<b>400</b>
<b>Rev Total for Div: 1002</b>	<b>2,379,366</b>	<b>2,514,117</b>	<b>1,208,754</b>	<b>2,514,486</b>	<b>2,514,486</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	1,440,757	1,577,744	935,795	1,657,220	1,602,344
6001001 SALARIES PART-TIME	35,649	42,002	21,876	42,934	42,934
6001002 SALARIES TEMPORARY	406	0	2,773	11,250	11,250
6001003 SALARIES OVERTIME	3,069	500	0	500	500
6001008 STAND-BY PAY	6,970	7,300	4,080	7,300	7,300
<b>0000010 Personnel Service Totals</b>	<b>1,486,851</b>	<b>1,627,546</b>	<b>964,524</b>	<b>1,719,204</b>	<b>1,664,328</b>
<b>0000020 Equipment and Capital Outlay</b>					
6002503 COMPUTER EQUIPMENT	142,913	0	74,482	100,000	0
<b>0000020 Equipment and Capital Outlay Totals</b>	<b>142,913</b>	<b>0</b>	<b>74,482</b>	<b>100,000</b>	<b>0</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	0	800	0	800	800
6004012 OFFICE SUPPLIES	1,405	1,000	546	1,000	1,000
6004048 MISC OPERATIONAL SUPPLIES	587	15,020	43,464	15,150	15,150

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 10000000 Information Technology  
DIV: 02 IT-Information Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004055 COMPUTER SOFTWARE AND SUPPLIES	486,835	467,275	457,898	569,813	407,499
6004056 COMPUTER EQUIPMENT (NON CAPITAL)	129,723	184,727	54,955	218,029	143,629
6004082 COMPUTER CENTER SUPPLIES	54,278	67,216	22,632	62,059	62,059
6004100 POSTAGE AND FREIGHT	132	1,200	53	1,200	1,200
6004101 TELEPHONE	4,775	402,528	255,257	402,528	402,528
6004102 TELEPHONE EQUIPMENT	426,459	27,000	2,310	27,000	27,000
6004103 TELEPHONE LOCAL CALLS	12,816	10,500	8,351	10,500	10,500
6004104 TELEPHONE LONG DISTANCE	12,977	11,000	7,524	11,000	11,000
6004105 DUES AND MEMBERSHIPS	50	200	50	200	200
6004106 GENERAL OFFICE EXPENSES	1,385	500	285	500	500
6004137 ADVERTISING AND PROMOTION EXPE	282	350	0	350	350
6004138 OTHER OPERATIONAL EXPENSES	32,208	0	0	0	0
6004160 MILEAGE AND PARKING-LOCAL	1	500	0	500	500
6004161 TRAVEL HOTEL AND MEALS	200	5,000	134	5,000	5,000
6004162 EDUCATION AND TRAINING	29,793	38,074	21,667	33,615	33,615
6004168 OTHER PERSONNEL EXPENSES	165	150	120	150	150
6004169 DAY TRIP MEAL REIMBURSEMENT	20	1,650	0	1,650	1,650
6004192 SOFTWARE MAINTENANCE	1,523,598	1,555,697	1,006,782	1,630,059	1,630,059
6004193 HARDWARE MAINTENANCE	185,240	293,355	348,855	361,371	361,371
6004194 SOFTWARE RENTAL	14,344	5,344	5,344	5,344	5,344
6004195 HARDWARE RENTAL	0	1,405	380	0	0
6004196 COPYING MACHINE RENTALS	944	1,994	1,466	2,269	2,269
6004200 PROPERTY LOSS	0	1,741	1,741	0	0
6004505 CONTRACTED DATA PROCESSING SER	150,262	113,422	102,389	119,159	119,159
6004573 OTHER FEES FOR SERVICES	79,498	104,000	37,856	135,200	135,200
<b>0000040 Contractual Expenditures Totals</b>	<b>3,147,977</b>	<b>3,311,648</b>	<b>2,380,059</b>	<b>3,614,446</b>	<b>3,377,732</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	1,098	1,363	545	1,468	1,468
6004610 PERSONNEL SERVICES CHARGEBACKS	44,706	0	0	0	0
6004615 GASOLINE CHARGEBACK	1,382	1,350	741	1,800	1,800
6004616 FLEET SERVICE CHARGEBACK	8,625	4,500	6,750	4,512	4,512
6004626 TRANSPORTATION SERVICES CHARGE	0	14,570	0	14,566	14,566
<b>0000041 Chargeback Expenses Totals</b>	<b>55,811</b>	<b>21,783</b>	<b>8,036</b>	<b>22,346</b>	<b>22,346</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	922	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>922</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 10000000 Information Technology  
 DIV: 02 IT-Information Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	662	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>662</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	190,114	232,847	133,450	240,429	234,719
6008002 SOCIAL SECURITY	108,537	119,901	70,062	131,454	127,256
6008004 WORKERS COMPENSATION	17,711	22,480	8,992	15,936	15,936
6008006 LIFE INSURANCE	330	360	238	375	360
6008007 HEALTH INSURANCE	199,990	227,239	143,072	259,474	249,915
6008009 RETIREE HEALTH INSURANCE	185,226	191,009	124,887	197,475	197,475
6008010 DISABILITY INSURANCE	652	792	439	720	720
6008011 UNEMPLOYMENT INSURANCE	12,775	0	0	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	5,982	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>721,317</b>	<b>794,628</b>	<b>481,140</b>	<b>845,863</b>	<b>826,381</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	2,869	85,275	83,929	93,263	93,263
<b>0000090 Transfers Totals</b>	<b>2,869</b>	<b>85,275</b>	<b>83,929</b>	<b>93,263</b>	<b>93,263</b>
<b>Exp Total for Div: 1002</b>	<b>5,559,322</b>	<b>5,840,880</b>	<b>3,992,170</b>	<b>6,395,122</b>	<b>5,984,050</b>
<b>Total for Div: 10000000</b>	<b>-3,179,956</b>	<b>-3,326,763</b>	<b>-2,783,416</b>	<b>-3,880,636</b>	<b>-3,469,564</b>

## Communication Services

### Mission Statement

To deliver printing, graphic and mail services to all county departments, and other designated agencies, in a cost saving, timely and professional manner, while using the latest technology set by the industry standards.

### Description

The Communications Division consists of three main functions: graphic design, printing and mail services. The design service uses a variety of software such as InDesign, Illustrator, Photoshop and FreeHand to create a variety of customer driven requests. The printing service consists of a full color copier, a high speed-high volume-black and white copier, one offset printing press, one digital envelop printer and a variety of bindery equipment, along with advanced printing software. The mail service offers pick-up and delivery, sorting and mail processing for all county departments, while using procedures to defray the cost of rising postage.

### 2019 Objectives

- Continue to provide cost saving services to all county departments and organizations while maintaining the highest quality, along with a quick turnaround time, confidentiality and convenience, while keeping our operating costs down.
- Continue to explore new revenue outlets in local government and non-profit organizations in Broome and surrounding Counties.

### 2019 Budget Highlights

- Replacing the postage meter and graphic artist computer.
- To maintain a balanced budget while advancing toward the use of digital printing technology, reducing the need for printing chemicals while still providing the highest quality and fastest service of print products.

Information Technology 10010001  
 Communication Services

<u>Title of Position</u>	<u>Grade/Unit</u>	2017	As of	2019	2019
		<u>Actuals</u>	7/5/2018	<u>Requested</u>	<u>Recommended</u>
			<u>Current</u>		
			<u>Authorized</u>		
<u>Full-Time Positions</u>					
Graphic Technician	20 CSEA	1	1	1	1
Senior Offset Duplicating Machine Operator	12 CSEA	1	1	1	1
Offset Duplicating Machine Operator	11 CSEA	1	1	1	1
Courier	9 CSEA	2	2	2	2
Total Full-Time Positions		5	5	5	5
<u>Part-Time Positions</u>					
Offset Duplicating Machine Operator	11 CSEA	1	1	1	1
Total Part-Time Positions		1	1	1	1
Total Positions		6	6	6	6

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 10000000 Information Technology  
DIV: 01 IT-Communication Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
10000000 Information Technology					
0000002 Departmental Income					
5000189 OTHER LOCAL GOVERNMENTS	98,660	94,369	35,298	93,647	93,647
5000307 CENTRAL SERVICES CHARGES	228,337	294,618	129,659	287,154	287,154
5000317 PRINTING CHARGEBACKS	97,431	101,518	65,091	126,516	126,516
5000333 OTHER DEPARTMENTAL CHARGEBACK	6,355	8,120	3,140	6,963	6,963
5000426 MISCELLANEOUS	14,353	18,504	4,546	13,782	13,782
0000002 Departmental Income Totals	445,136	517,129	237,734	528,062	528,062
Rev Total for Div: 1001	445,136	517,129	237,734	528,062	528,062
0000010 Personnel Service					
6001000 SALARIES FULL-TIME	222,849	227,290	136,086	233,094	233,094
6001001 SALARIES PART-TIME	20,748	20,572	12,608	21,040	21,040
6001004 SALARIES SHIFT DIFFERENTIAL	0	0	3	0	0
0000010 Personnel Service Totals	243,597	247,862	148,697	254,134	254,134
0000040 Contractual Expenditures					
6004010 BOOKS AND SUBSCRIPTIONS	1,999	2,000	1,999	2,000	2,000
6004011 DUPLICATING AND PRINTING RM SU	9,151	14,400	7,930	14,400	14,400
6004012 OFFICE SUPPLIES	28,865	35,000	26,289	35,000	35,000
6004100 POSTAGE AND FREIGHT	503,699	488,000	248,496	488,000	488,000
6004106 GENERAL OFFICE EXPENSES	1,095	2,000	952	2,000	2,000
6004195 HARDWARE RENTAL	-30,073	12,000	4,023	12,000	12,000
6004196 COPYING MACHINE RENTALS	56,122	63,600	43,332	63,600	63,600
0000040 Contractual Expenditures Totals	570,858	617,000	333,021	617,000	617,000
0000041 Chargeback Expenses					
6004602 INSURANCE PREMIUM CHARGEBACK	253	0	136	0	0
6004615 GASOLINE CHARGEBACK	749	2,250	492	12,000	12,000
6004616 FLEET SERVICE CHARGEBACK	2,156	6,750	4,500	6,768	6,768
0000041 Chargeback Expenses Totals	3,158	9,000	5,128	18,768	18,768

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 10000000 Information Technology  
 DIV: 01 IT-Communication Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	41,116	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>41,116</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	2,961	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>2,961</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	33,326	38,536	21,961	38,740	38,740
6008002 SOCIAL SECURITY	17,537	18,961	10,603	19,442	19,442
6008004 WORKERS COMPENSATION	4,087	0	2,248	0	0
6008006 LIFE INSURANCE	76	75	50	75	75
6008007 HEALTH INSURANCE	44,459	39,543	29,688	50,240	50,240
6008009 RETIREE HEALTH INSURANCE	30,477	31,562	21,131	33,264	33,264
6008010 DISABILITY INSURANCE	440	440	267	400	400
6008013 HEALTH INS - RETIRE INCENTIVE	1,219	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>131,621</b>	<b>129,117</b>	<b>85,948</b>	<b>142,161</b>	<b>142,161</b>
<b>Exp Total for Div: 1001</b>	<b>993,311</b>	<b>1,002,979</b>	<b>572,794</b>	<b>1,032,063</b>	<b>1,032,063</b>
<b>Total for Div: 10000000</b>	<b>-548,175</b>	<b>-485,850</b>	<b>-335,060</b>	<b>-504,001</b>	<b>-504,001</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

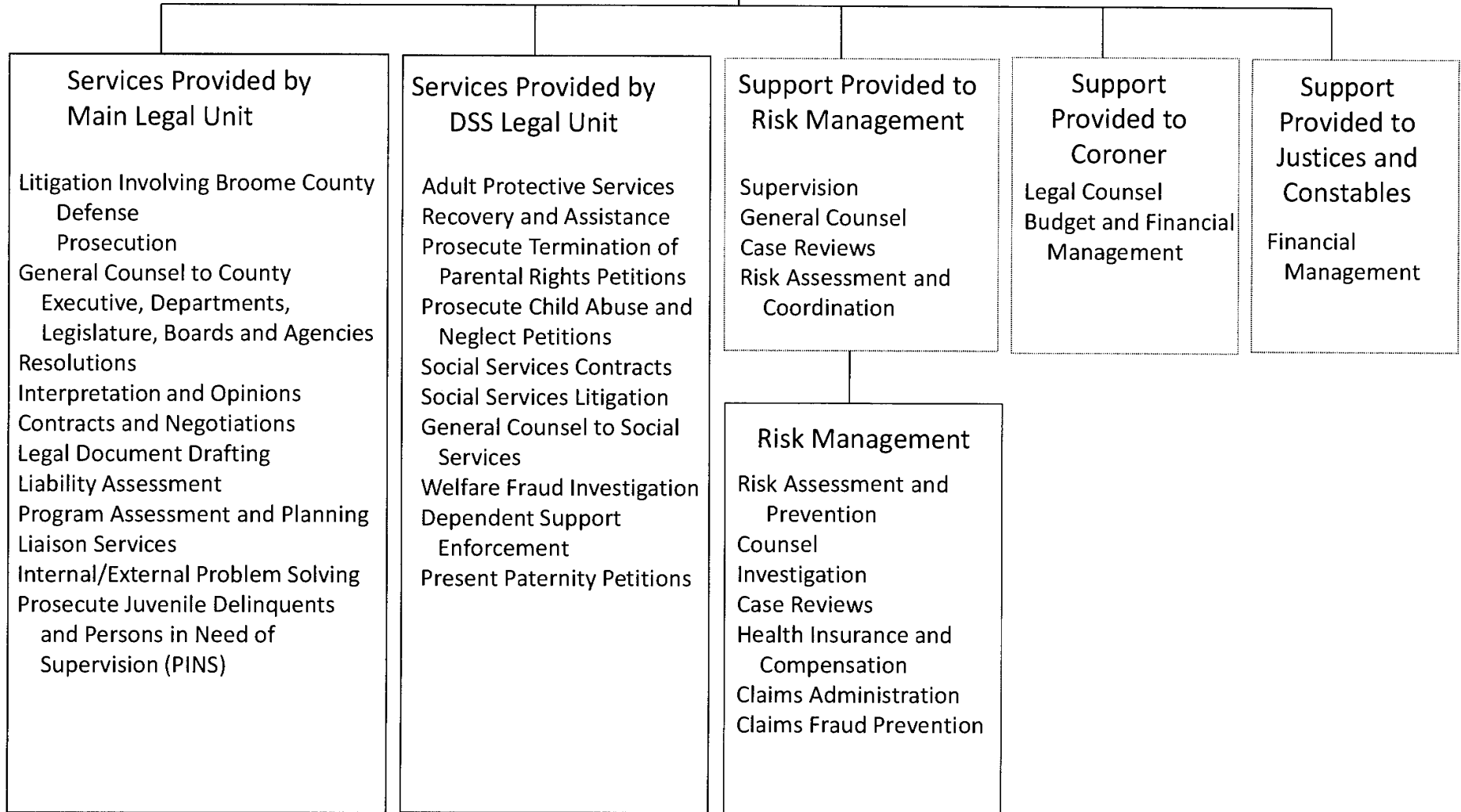
FUND: 1010 General Operating  
DEPT: 10000000 Information Technology  
DIV: 03 IT-Telecommunications

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000080 Employee Benefits					
6008001 STATE RETIREMENT	757	0	0	0	0
0000080 Employee Benefits Totals	757	0	0	0	0
Exp Total for Div: 1003	757	0	0	0	0
Total for Div: 10000000	-757	0	0	0	0
Total for Dept: 10000000	-3,728,888	-3,812,613	-3,118,476	-4,384,637	-3,973,565



# Law Department

County Attorney



## **Law County Attorney**

### **Mission Statement**

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

### **Description**

- Draft resolutions, local laws, contracts, and other documents at the request of Broome County departments, boards, officers and employees.
- Defend the County of Broome, its officers and employees in all civil actions commenced against them in 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 children who either break the law or need supervision in the name of the county and in the name of the state.
- 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 Director of Office of Management and Budget in his capacity as public administrator of decedent's estates.
- Provide formal and informal legal advice to all departments.

- Assist the Department of Risk and Insurance in mitigating legal risk faced by the county.

### **2019 Objectives**

- Continue our policy of vigorously defending the county and settling litigation only when it is clearly indicated to be in the best interest of the county to do so.
- Continue to assist county administration and legislators in county economic development initiatives.
- Assist county administration and legislators in continuing to deliver services to county residents.
- Assist county administration and legislators in reviewing and revising, when necessary, the Broome County Charter, local laws and resolutions.
- Continue to work with the Departments of Social Services, Probation and Youth Bureau in managing placement and other services for minors in our community.

### **2019 Budget Highlights**

- Maintained current level of services to county departments.
- Continue to address increased case load from adoption of the New York State "Raise the Age" Legislation.

Law 11010001

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
County Attorney	AT-6	1	1	1	1
Chief Assistant County Attorney	AT-4	1	1	1	1
Senior Assistant County Attorney	AT-3	1	1	1	1
Assistant County Attorney II	AT-2	2	2	2	2
Assistant County Attorney	AT-1	1	2	2	2
Office Manager	16 Admin	1	1	1	1
Paralegal	15 Admin	1	1	1	1
Secretary	14 Admin	2	2	2	2
Total Full-Time Positions		10	11	11	11
<u>Part-time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		10	11	11	11

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 11000000 Law  
DIV: 01 Law

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
11000000 Law					
<b>0000002 Departmental Income</b>					
5000310 COUNTY ATTORNEY FEES & CHARGES	167,101	257,775	17,888	257,775	257,775
5000428 OTHER CHARGES	1,453	7,400	1,600	7,400	7,400
<b>0000002 Departmental Income Totals</b>	<b>168,554</b>	<b>265,175</b>	<b>19,488</b>	<b>265,175</b>	<b>265,175</b>
<b>0000007 Misc Interfund Revenues</b>					
5000545 CREDIT CARD REBATES	33	0	21	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>33</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>0</b>
<b>0000008 State Aid</b>					
5000835 STATE AID	0	23,578	0	73,154	73,154
<b>0000008 State Aid Totals</b>	<b>0</b>	<b>23,578</b>	<b>0</b>	<b>73,154</b>	<b>73,154</b>
<b>Rev Total for Div: 1101</b>	<b>168,587</b>	<b>288,753</b>	<b>19,509</b>	<b>338,329</b>	<b>338,329</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	608,693	677,999	388,718	700,709	714,721
<b>0000010 Personnel Service Totals</b>	<b>608,693</b>	<b>677,999</b>	<b>388,718</b>	<b>700,709</b>	<b>714,721</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	10,700	9,000	2,741	3,000	3,000
6004012 OFFICE SUPPLIES	2,291	3,000	976	3,000	3,000
6004056 COMPUTER EQUIPMENT(NON CAPITAL)	286	0	0	0	0
6004100 POSTAGE AND FREIGHT	249	360	224	360	360
6004105 DUES AND MEMBERSHIPS	2,442	2,450	351	2,450	2,450
6004106 GENERAL OFFICE EXPENSES	178	200	178	200	200
6004160 MILEAGE AND PARKING-LOCAL	0	25	0	25	25
6004161 TRAVEL HOTEL AND MEALS	1,440	2,000	648	2,000	2,000
6004162 EDUCATION AND TRAINING	1,110	2,000	1,020	2,000	2,000
6004168 OTHER PERSONNEL EXPENSES	0	50	15	50	50
6004196 COPYING MACHINE RENTALS	720	2,700	1,332	2,700	2,700

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 11000000 Law  
 DIV: 01 Law

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004505 CONTRACTED DATA PROCESSING SER	17,654	18,095	7,216	24,785	24,785
6004534 JUROR FEES AND COURT EXPENSES	2,530	2,500	1,721	3,000	3,000
6004537 INVESTIGATIONS EXPENSES	58	1,000	0	1,000	1,000
6004538 LEGAL CHARGES AND FEES	10,948	25,000	240	25,000	25,000
6004541 STENOGRAPHIC SERVICES	3,763	6,000	3,016	6,000	6,000
<b>0000040 Contractual Expenditures Totals</b>	<b>54,369</b>	<b>74,380</b>	<b>19,678</b>	<b>75,570</b>	<b>75,570</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	208	242	121	276	276
<b>0000041 Chargeback Expenses Totals</b>	<b>208</b>	<b>242</b>	<b>121</b>	<b>276</b>	<b>276</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,600	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	344	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>344</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	86,927	105,649	57,712	103,069	105,183
6008002 SOCIAL SECURITY	44,037	51,868	28,164	53,605	54,677
6008004 WORKERS COMPENSATION	3,679	3,589	1,795	3,131	3,131
6008006 LIFE INSURANCE	139	165	96	165	165
6008007 HEALTH INSURANCE	121,937	132,634	74,554	134,169	134,169
6008009 RETIREE HEALTH INSURANCE	103,639	109,974	71,415	109,380	109,380
6008013 HEALTH INS - RETIRE INCENTIVE	6,790	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>367,148</b>	<b>403,879</b>	<b>233,736</b>	<b>403,519</b>	<b>406,705</b>
<b>Exp Total for Div: 1101</b>	<b>1,032,362</b>	<b>1,156,500</b>	<b>642,253</b>	<b>1,180,074</b>	<b>1,197,272</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 11000000 Law  
 DIV: 01 Law

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Total for Div: 11000000	-863,775	-867,747	-622,744	-841,745	-858,943

## Law

### DSS Legal Unit

#### Mission Statement

Provide exemplary legal representation and counsel, to effectively support the many programs administered by the Broome County 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 Family Court. For 2017, Legal Unit Family Court appearances totaled 4,610.

The Legal Unit is the legal safeguard for Broome County's abused and neglected children. Complex Family Court cases involving child abuse, child neglect, and foster children accounted for 1,875 attorney appearances.

Revenue producing cases seeking reimbursement for public assistance and Medicaid expenditures accounted for 2,735 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.

Despite reorganizations, turnover of department administrative and line staff, and state and federal legislative changes that make recoveries of expenditures more difficult, in addition to its successful Medicaid activities, the Legal Unit continues to be extremely revenue positive. Non-child support collections involving personal injury, property, mortgage, and estate claims for 2017 totaled \$1,438,243.33. Annually, for 2018, Legal Unit non-child support collections are projected to exceed \$1,250,000. For 2018, child support collections representing recoveries of public assistance expenditures are projected to total an additional \$2.1M. Overall, Legal Unit 2018 collections are anticipated to total over \$3.3M.

The Legal Unit also successfully has taken a leadership role in revenue producing "special endeavors" for Broome County. For example, Broome County's participation in New York State's Medicaid Provider Fraud Demonstration Project. Over 25 audits of local area providers involving over \$50 million in Medicaid claims were audited. From 2010 through 2012 over \$970,000 in recoveries were obtained through the Legal Unit's Medicaid compliance activities. In 2017, Legal Unit special endeavors resulted in over \$324K in additional revenues for Broome County. The Legal Unit also provides significant support for Broome's exemplary welfare fraud program.

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 Medicaid funds being expended. Legal Unit third party health insurance reimbursement efforts substantially contribute to over \$20 million annual Medicaid savings. These savings facilitate New York State's ability to ease its Medicaid financial burden on counties.

## 2019 Objectives

- Continue to be revenue positive, through obtaining substantial monetary recoveries to reimburse public assistance and Medicaid expenditures.
- Provide legal counsel to facilitate Social Services' as county's Persons In Need of Supervision (PINS) lead agency, and assure compliance with state mandated juvenile justice reforms, including facilitating legal compliance with juvenile detention reform initiatives to assure Broome County does not exceed NYS' Detention Block Grant funding.
- Maintain compliance with Federal Title IV-E standards, by assuring legally compliant court orders are obtained involving all foster children, thereby facilitating Broome County's continued receipt of substantial federal reimbursement.



Law 11020001  
DSS Legal Services

As of  
7/5/2018

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Deputy County Attorney	AT-5	1	1	1	1
Senior Assistant County Attorney	AT-3	2	2	2	2
Assistant County Attorney II	AT-2	4	4	4	4
Office Manager	16 Admin	1	1	1	1
Paralegal	15 Admin	1	1	1	1
Secretary	14 Admin	2	2	2	2
Total Full-Time Positions		11	11	11	11
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		11	11	11	11

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 11000000 Law  
DIV: 02 Law-DSS Legal Unit

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000313 CHARGEBACKS - D S S	1,096,870	1,146,031	541,200	1,144,956	1,156,854
<b>0000002 Departmental Income Totals</b>	<b>1,096,870</b>	<b>1,146,031</b>	<b>541,200</b>	<b>1,144,956</b>	<b>1,156,854</b>
<b>0000007 Misc Interfund Revenues</b>					
5000545 CREDIT CARD REBATES	35	0	33	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>35</b>	<b>0</b>	<b>33</b>	<b>0</b>	<b>0</b>
 <b>Rev Total for Div: 1102</b>	 <b>1,096,905</b>	 <b>1,146,031</b>	 <b>541,233</b>	 <b>1,144,956</b>	 <b>1,156,854</b>
 <b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	714,307	726,195	439,696	693,583	703,183
6001002 SALARIES TEMPORARY	0	12,008	26,266	12,008	12,008
<b>0000010 Personnel Service Totals</b>	<b>714,307</b>	<b>738,203</b>	<b>465,962</b>	<b>705,591</b>	<b>715,191</b>
 <b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	14,424	13,000	9,714	13,000	13,000
6004012 OFFICE SUPPLIES	1,328	7,000	325	7,000	7,000
6004100 POSTAGE AND FREIGHT	378	500	191	500	500
6004105 DUES AND MEMBERSHIPS	1,242	1,600	200	1,600	1,600
6004106 GENERAL OFFICE EXPENSES	0	200	0	200	200
6004137 ADVERTISING AND PROMOTION EXPE	86	500	262	500	500
6004161 TRAVEL HOTEL AND MEALS	1,275	1,700	1,629	1,700	1,700
6004162 EDUCATION AND TRAINING	1,199	1,000	449	1,000	1,000
6004168 OTHER PERSONNEL EXPENSES	0	180	230	180	180
6004536 WITNESS EXPENSES	0	1,500	0	1,500	1,500
6004538 LEGAL CHARGES AND FEES	9,235	12,000	5,708	12,000	12,000
6004541 STENOGRAPHIC SERVICES	98	500	0	500	500
<b>0000040 Contractual Expenditures Totals</b>	<b>29,265</b>	<b>39,680</b>	<b>18,708</b>	<b>39,680</b>	<b>39,680</b>
 <b>0000041 Chargeback Expenses</b>					

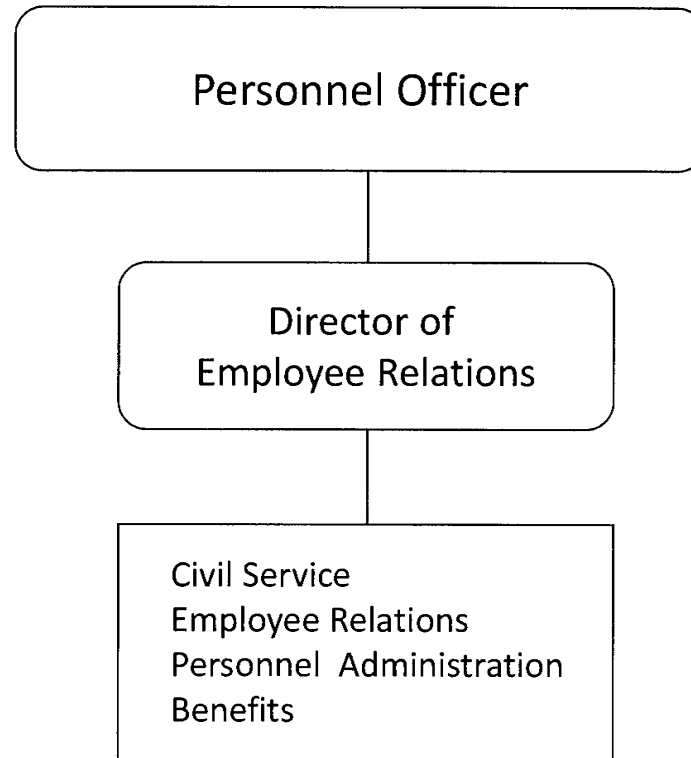
REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 11000000 Law  
 DIV: 02 Law-DSS Legal Unit

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004602 INSURANCE PREMIUM CHARGEBACK	208	242	121	276	276
6004617 DUPLICATING/PRINTING CHARGEBAC	553	773	240	663	663
6004618 OFFICE SUPPLIES CHARGEBACK	3,381	3,600	2,046	4,197	4,197
<b>0000041 Chargeback Expenses Totals</b>	<b>4,142</b>	<b>4,615</b>	<b>2,407</b>	<b>5,136</b>	<b>5,136</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	108,076	125,383	72,401	117,065	118,629
6008002 SOCIAL SECURITY	51,044	56,473	33,461	57,086	57,820
6008004 WORKERS COMPENSATION	3,679	3,589	1,795	3,130	3,130
6008006 LIFE INSURANCE	165	165	114	165	165
6008007 HEALTH INSURANCE	147,792	147,012	93,028	143,857	143,857
6008009 RETIREE HEALTH INSURANCE	31,024	30,911	26,369	73,246	73,246
<b>0000080 Employee Benefits Totals</b>	<b>341,780</b>	<b>363,533</b>	<b>227,168</b>	<b>394,549</b>	<b>396,847</b>
<b>Exp Total for Div: 1102</b>	<b>1,089,494</b>	<b>1,146,031</b>	<b>714,245</b>	<b>1,144,956</b>	<b>1,156,854</b>
<b>Total for Div: 11000000</b>	<b>7,411</b>	<b>0</b>	<b>-173,012</b>	<b>0</b>	<b>0</b>
<b>Total for Dept: 11000000</b>	<b>-856,364</b>	<b>-867,747</b>	<b>-795,756</b>	<b>-841,745</b>	<b>-858,943</b>

# Department of Personnel



## **Department of Personnel**

### **Mission Statement**

To fairly and equitably administer 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, as well as sixteen towns, seven villages, twelve school districts (except Binghamton) the Southern Tier East Regional Board, and the Broome County Soil and Water Conservation District. Labor relations consulting to towns, villages and Binghamton Sewage Treatment Facility is provided as necessary.

The department also administers various human resource functions of 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 including the Taylor Law, Fair Labor Standards Act, Affordable Care Act and Family and Medical Leave Act.

### **Description**

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

The Civil Service Administration Unit administers New York State Civil Service Law, and develops and maintains the position classification

plan. This unit also administers competitive examinations, certifies payrolls, reviews applicant qualifications, reviews and approves appointments and personnel changes, oversees state mandated roster card maintenance, certifies civil service eligible lists, develops and maintains county civil service rules, provides advice, counsel and support to appointing authorities in the county, the towns, villages, school districts and special districts, and calculates all lay-offs for the county and the jurisdictions. All civil service functions are mandated by New York State Civil Service Law which forbids charging for any services; however, we can charge exam fees. The state continues to decentralize more exams which is 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 in automating as much of these processes as possible to provide better service.

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 and 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, Affordable Care 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.

The Director of Employee Relations is responsible for negotiating and administering eight 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 the Family and Medical Leave Act, Fair Labor Standards Act and Taylor Law. Issues regarding unemployment benefits, human rights complaints, and 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. The goal is to work with county and union representatives to prevent potential problems and to resolve problems that do arise. The director seeks outcomes 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. Numerous conflicts have been resolved in 2018 before they reached the arbitration and/or litigation stage. This continuing cooperative relationship between the county administration and the various employee labor unions has proved to be successful and cost effective to both parties.

There have been three anticipated arbitrations scheduled for 2018, one of which has been mutually resolved prior to a third party deciding the outcome for us. There is the potential for several additional arbitrations towards the end of 2018 or the beginning of 2019, however the majority of conflicts end up being resolved to the mutual benefit of everyone involved.

Contract negotiations with the Amalgamated Transit Union (ATU) and the Broome County Sheriff's Law Enforcement Union began in 2017 and are ongoing. Both of those contracts expired on December 31, 2017. The other six bargaining units have contracts which expire on December 31, 2019, and negotiations for each of those contracts are anticipated to be in 2019.

EEOC duties and responsibilities are performed by the Personnel Officer, the Director of Employee Relations and members of the Personnel Administration and Benefits Unit.

The responsibilities of this function include the following:

- Administration of the county affirmative action plan and policies, the Minority/Women's Business Enterprise and disadvantaged Enterprise programs.

- Education and training of department heads, managers, and staff to ensure 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 New York State disability laws.
- 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, to develop 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.
- Consultation with county departments, contractors, and project managers to ensure that the County is in compliance with laws, regulations, and contractual agreements with federal and state funding agencies.

### **2019 Objectives**

- Continue to provide in-house training and education for county departments in the following areas; General management and supervision skills and defining the impact of Civil Service Law, federal and state labor laws, HIPAA, FMLA, FLSA and collective bargaining agreements on labor relations issues such as employment, discipline, and discharge issues.

- Continue to expand automation of processes
  - Establishment of certification of eligible candidates electronically for all eligible lists.
  - Continue to work with New York State Civil Service to streamline access to exam information.
  - Work with Information Technology to allow personnel forms, including benefit options, to be completed on-line.
  - Update website and expand on available material.
  - Continue the electronic forms project with the goal of all Personnel paperwork available online by early 2019.
- Provide education and training to department staff
  - Identify appropriate training to enhance employee skills and improve efficiency.
  - Utilize New York State Department of Civil Service, NYSAC, and various human resources associations free or low cost training.
- Expand training and education for civil service jurisdictions
  - Updates on civil service requirements.
- Continue to support the county administration efforts to provide labor relations and human resource support services to municipalities throughout the county.
- Continue to support the implementation of the PeopleSoft software, Human Resource upgrade, and paperless human resources efforts and to analyze and streamline departmental procedures to match the new system. Since the inception of the new PeopleSoft program, our efforts have accounted for 15-20% of the HR/Benefits units' time.

### **2019 Budget Highlights**

- Civil Service Application Fee is revenue from civil service exam fees and estimated to be \$15,000 in 2019.
- Health Care Administration – The Risk and Insurance department is charged for the salary and fringe benefits of the Personnel Assistant position responsible for benefits administration. That revenue shown in Health Care administration is included in the 2019 budget for \$54,639.
- The Risk and Insurance department is charged back for administrative services of the Secretary to the Personnel Officer. This revenue is recorded in Other Departmental Chargeback. The 2019 amount budgeted is \$26,000.
- Reorganization of the department in mid-2016 due to the retirement of a long-term Personnel Assistant in late 2016 consisted of a realignment of responsibilities with no addition of staff. This has resulted in cross training of staff. We are in the process of recruiting staff to backfill this Personnel Assistant position as the initial replacement decided to return to his former occupation. This position is involved in all personnel transactions and has a long training period. In late 2018, the Department Secretary is retiring after many years in the Department. We will be realigning duties to account for this retirement as well.



Personnel 13000001

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 7/5/2018			
		<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Personnel Officer	H Admin	1	1	1	1
Director of Employee Relations	E Admin	1	1	1	1
Senior Personnel Associate	18 Admin	2	2	2	2
Secretary to Personnel Officer	14 Admin	1	1	0	0
Personnel Assistant	11 Admin	4	4	5	5
Keyboard Specialist	9 Admin	1	1	1	1
Total Full-Time Positions		10	10	10	10
<u>Part-Time Positions</u>					
Clerk*	7 Admin	1	1	1	1
Total Part-Time Positions		1	1	1	1
Total Positions		11	11	11	11

\* One position unfunded in 2018 refunded in 2019

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 13000000 Personnel

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000204 CIVIL SERVICE APPLICATION FEE	15,640	15,000	8,650	15,000	15,000
5000301 HEALTH CARE ADMINISTRATION	48,106	53,747	0	54,639	54,639
5000333 OTHER DEPARTMENTAL CHARGEBACK	26,000	26,000	0	26,000	26,000
<b>0000002 Departmental Income Total</b>	<b>89,746</b>	<b>94,747</b>	<b>8,650</b>	<b>95,639</b>	<b>95,639</b>
<b>0000007 Misc Interfund Revenues</b>					
5000546 Trust Account Inflows	15,780	0	0	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<b>15,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rev Totals for Dept: 13000000</b>	<b>105,526</b>	<b>94,747</b>	<b>8,650</b>	<b>95,639</b>	<b>95,639</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	448,918	457,203	257,902	445,280	453,981
6001001 SALARIES PART-TIME	0	0	0	12,195	12,195
6001002 SALARIES TEMPORARY	3,589	4,500	2,667	5,000	5,500
6001003 SALARIES OVERTIME	277	1,000	0	1,000	0
<b>0000010 Personnel Service Totals</b>	<b>452,784</b>	<b>462,703</b>	<b>260,569</b>	<b>463,475</b>	<b>471,676</b>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	1,040	1,250	621	1,250	1,250
6004105 DUES AND MEMBERSHIPS	415	400	0	400	400
6004106 GENERAL OFFICE EXPENSES	74	300	78	300	300
6004137 ADVERTISING AND PROMOTION EXPE	545	150	3,381	500	500
6004139 Trust Account Outflows	8,713	0	0	0	0
6004160 MILEAGE AND PARKING-LOCAL	0	50	0	100	100
6004161 TRAVEL HOTEL AND MEALS	540	2,600	696	2,600	2,600
6004162 EDUCATION AND TRAINING	350	650	325	650	650
6004163 MANAGEMENT TRAINING PROGRAM	0	100	0	100	100
6004168 OTHER PERSONNEL EXPENSES	0	100	0	100	100
6004169 DAY TRIP MEAL REIMBURSEMENT	0	50	0	50	50
6004196 COPYING MACHINE RENTALS	1,024	900	293	900	900
6004573 OTHER FEES FOR SERVICES	3,151	5,000	0	5,000	5,000

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 13000000 Personnel

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000040 Contractual Expenditures Totals</b>	15,852	11,550	5,394	11,950	11,950
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	357	412	206	482	482
<b>0000041 Chargeback Expenses Totals</b>	357	412	206	482	482
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	63,646	73,881	39,919	68,653	69,961
6008002 SOCIAL SECURITY	31,238	34,976	17,902	35,928	36,594
6008004 WORKERS COMPENSATION	2,543	2,420	1,210	2,115	2,115
6008006 LIFE INSURANCE	148	150	92	150	150
6008007 HEALTH INSURANCE	133,154	139,006	82,385	135,707	135,707
6008009 RETIREE HEALTH INSURANCE	93,433	93,895	62,849	116,237	116,237
6008012 EMPLOYEE TUITION REIMBURSEMENT	10,000	12,000	7,500	12,000	12,000
6008013 HEALTH INS - RETIRE INCENTIVE	4,512	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	338,674	356,328	211,857	370,790	372,764
<b>Exp Totals for Dept: 13000000</b>	<b>807,667</b>	<b>830,993</b>	<b>478,026</b>	<b>846,697</b>	<b>856,872</b>
<b>Total for Dept: 13000000</b>	<b>-702,141</b>	<b>-736,246</b>	<b>-469,376</b>	<b>-751,058</b>	<b>-761,233</b>

# Public Defender

Public Defender

## Legal Representation

- Pretrial
- Criminal Court
- Probation
- Parole
- Appellate
- Drug Law Resentencing
- Counsel at Arraignment
- Sex Offender Risk Assessment
- Specialty Courts
  - Drug/DWI
  - IDV
  - DV
  - Veterans

## Investigation

## Administration

- Grants Administration

## Aid to Defense

- Office of Indigent Legal Services

## **Public Defender**

### **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 nineteen Village and Town Justice Courts, the Binghamton City Court, the Broome County Court, and all higher Appellate Courts. Attorneys and Investigators are on call twenty-four hours a day, seven days a week to assist recent arrestees.

### **2019 Objectives**

- Ensure sufficient resources to provide effective representation.

### **2019 Budget Highlights**

- Counsel at First Appearance -nights, weekends, holidays.
- Increased caseload due to drug abuse/opioid epidemic and criminal activities associated with such.
- Problem solving courts (e.g. Drug Court/Veterans Court/DWI Court, IDV Court, DV Court).

- Increased caseloads associated with continued deinstitutionalization of individuals with significant mental health issues.
- Sex Offender Risk Assessments (SORA) remain constant as do their appeals with an increase in SORA modification hearings.

Public Defender 14000001

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Public Defender	AT-6	1	1	1	1
Chief Assistant Public Defender	AT-4	1	1	1	1
Senior Assistant Public Defender	AT-3	3	3	3	3
Assistant Public Defender II	AT-2	3	3	3	3
Assistant Public Defender I	AT-1	3	3	3	3
Chief Investigator - Public Defender	27 Admin	1	1	1	1
Investigator - Public Defender	21 Admin	1	1	1	1
Secretary	13 CSEA	1	1	1	1
Stenographic Secretary	13 CSEA	1	1	1	1
Intake Specialist	11 CSEA	3	3	3	3
Keyboard Specialist	8 CSEA	2	2	2	2
Receptionist Typist	6 CSEA	1	1	1	1
Total Full-Time Positions		21	21	21	21
<u>Part-Time Positions</u>					
Total Part-Time Positions		0	0	0	0
Total Positions		21	21	21	21

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 14000000 Public Defender

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000110 PUBLIC DEFENDER SERVICES	222	0	112	500	500
<b>0000002 Departmental Income Total</b>	<u>222</u>	<u>0</u>	<u>112</u>	<u>500</u>	<u>500</u>
<b>0000007 Misc Interfund Revenues</b>					
5000534 TRANSFER FROM INSURANCE RESERV	5,162	0	0	0	0
5000545 CREDIT CARD REBATES	49	0	27	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<u>5,211</u>	<u>0</u>	<u>27</u>	<u>0</u>	<u>0</u>
<b>0000008 State Aid</b>					
5000802 INDIGENT PAROLEES	0	8,000	0	8,500	8,500
5000818 MAJOR OFFENCE PUBLIC DEFENDER	26,911	15,000	0	10,100	10,100
<b>0000008 State Aid Total</b>	<u>26,911</u>	<u>23,000</u>	<u>0</u>	<u>18,600</u>	<u>18,600</u>
<b>Rev Totals for Dept: 14000000</b>	<u>32,344</u>	<u>23,000</u>	<u>139</u>	<u>19,100</u>	<u>19,100</u>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	1,143,658	1,290,665	660,689	1,272,031	1,290,988
<b>0000010 Personnel Service Totals</b>	<u>1,143,658</u>	<u>1,290,665</u>	<u>660,689</u>	<u>1,272,031</u>	<u>1,290,988</u>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	14,733	15,000	12,417	12,000	12,000
6004012 OFFICE SUPPLIES	10,221	12,000	3,712	10,000	10,000
6004041 PHOTOGRAPHIC SUPPLIES	0	75	0	50	50
6004046 GAS OIL GREASE AND DIESEL FUEL	0	50	0	50	50
6004100 POSTAGE AND FREIGHT	28	100	0	150	150
6004105 DUES AND MEMBERSHIPS	0	100	11	100	100
6004106 GENERAL OFFICE EXPENSES	6,844	7,500	590	7,500	7,500
6004131 PHOTOGRAPHIC EXPENSES	0	50	0	50	50
6004160 MILEAGE AND PARKING-LOCAL	14,967	14,000	3,822	14,000	14,000
6004161 TRAVEL HOTEL AND MEALS	0	100	0	100	100

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 14000000 Public Defender

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004162 EDUCATION AND TRAINING	50	500	50	500	500
6004168 OTHER PERSONNEL EXPENSES	240	180	60	180	180
6004169 DAY TRIP MEAL REIMBURSEMENT	0	50	0	50	50
6004196 COPYING MACHINE RENTALS	3,930	5,500	3,704	5,500	5,500
6004200 PROPERTY LOSS	4,861	0	0	0	0
6004203 INSURANCE CLAIMS	302	0	0	0	0
6004255 CONTRACTED SERVICES	4,760	12,000	560	12,000	12,000
6004536 WITNESS EXPENSES	4,404	11,000	1,538	10,000	10,000
6004538 LEGAL CHARGES AND FEES	2,110	3,000	340	3,000	3,000
6004541 STENOGRAPHIC SERVICES	1,494	3,000	2,243	3,000	3,000
<b>0000040 Contractual Expenditures Totals</b>	<b>68,944</b>	<b>84,205</b>	<b>29,047</b>	<b>78,230</b>	<b>78,230</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	3,313	4,554	2,277	2,725	2,725
6004615 GASOLINE CHARGEBACK	809	2,250	369	3,000	3,000
6004616 FLEET SERVICE CHARGEBACK	4,312	4,500	4,500	4,512	4,512
6004626 TRANSPORTATION SERVICES CHARGE	6,180	6,142	6,142	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>14,614</b>	<b>17,446</b>	<b>13,288</b>	<b>10,237</b>	<b>10,237</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,190	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,190</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	264	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>264</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	169,564	214,952	97,858	200,369	203,188
6008002 SOCIAL SECURITY	83,328	98,733	48,019	97,308	98,758
6008004 WORKERS COMPENSATION	7,909	8,082	4,041	10,236	10,236
6008006 LIFE INSURANCE	269	315	170	315	315
6008007 HEALTH INSURANCE	178,980	210,222	102,825	247,090	247,090
6008009 RETIREE HEALTH INSURANCE	38,410	39,638	33,380	59,056	59,056
6008010 DISABILITY INSURANCE	664	705	372	640	640



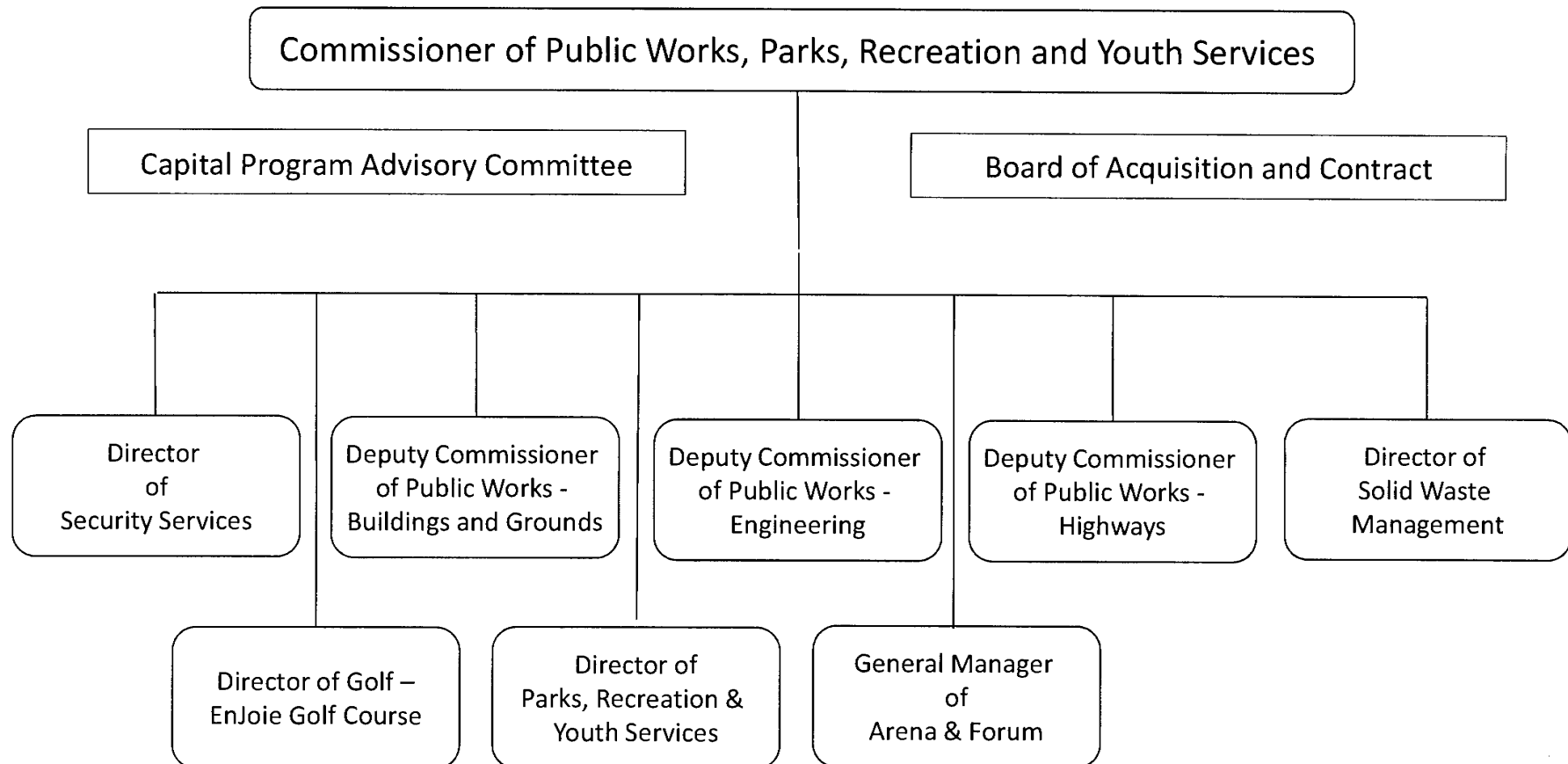
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 14000000 Public Defender

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008011 UNEMPLOYMENT INSURANCE	413	0	1,003	0	0
0000080 Employee Benefits Totals	479,537	572,647	287,668	615,014	619,283
Exp Totals for Dept: 14000000	1,708,207	1,964,963	990,692	1,975,512	1,998,738
Total for Dept: 14000000	-1,675,863	-1,941,963	-990,553	-1,956,412	-1,979,638

# Public Works, Parks, Recreation and Youth Services



## **Public Works, Parks, Recreation and Youth Services Administration**

### **Mission Statement**

To provide leadership, management, oversight and support to all divisions within the Public Works, Parks, Recreation and Youth Services Department.

### **Description**

Provides general administrative functions to other divisions of the department, including management and leadership support related to coordination between the department divisions and the executive and legislative branches of the county government. This includes support with capital improvement program planning and implementation, as well as division budgeting and support with general administrative needs.

### **2019 Objectives**

- To provide high-quality management of all department divisions with an emphasis on continued first-class service of Public Works functions to both county staff and residents of Broome County.
- To provide efficient and cost-effective guidance and organizational leadership with the primary goal of maintaining and improving the physical attributes of Broome County through good planning and implementation of the county's capital improvement program.

### **2019 Budget Highlights**

- To continue to provide the administrative resources and management support necessary for the Department of Public Works, Parks, Recreation and Youth Services to maintain existing levels of service.

Public Works, Parks, Recreation & Youth Services 15010001  
Administration

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Commissioner of Public Works, Parks, Recreation & Youth Services	I Admin	1	1	1	1
Principal Account Clerk *	13 CSEA	0	0	1	1
Total Full-Time Positions		1	1	2	2
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		1	1	2	2

\*One position transferred from the Office of Management and Budget in 2019

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 15000000 Public Works  
 DIV: 01 DPW-Admin

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
15000000 Public Works					
0000002 Departmental Income					
5000333 OTHER DEPARTMENTAL CHARGEBACK	129,683	64,881	0	64,881	64,881
0000002 Departmental Income Totals	129,683	64,881	0	64,881	64,881
0000007 Misc Interfund Revenues					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	411	0	0	0	0
0000007 Misc Interfund Revenues Totals	411	0	0	0	0
<b>Rev Total for Div: 1501</b>	<b>130,094</b>	<b>64,881</b>	<b>0</b>	<b>64,881</b>	<b>64,881</b>
0000010 Personnel Service					
6001000 SALARIES FULL-TIME	85,957	89,359	54,229	124,394	126,163
0000010 Personnel Service Totals	85,957	89,359	54,229	124,394	126,163
0000040 Contractual Expenditures					
6004012 OFFICE SUPPLIES	525	750	0	300	300
6004160 MILEAGE AND PARKING-LOCAL	5	0	0	0	0
6004162 EDUCATION AND TRAINING	0	0	0	1,000	1,000
6004196 COPYING MACHINE RENTALS	1,174	1,980	1,141	1,980	1,980
0000040 Contractual Expenditures Totals	1,704	2,730	1,141	3,280	3,280
0000041 Chargeback Expenses					
6004602 INSURANCE PREMIUM CHARGEBACK	6,267	602	301	688	688
0000041 Chargeback Expenses Totals	6,267	602	301	688	688
0000060 Principal on Indebtedness					
6006008 PRINCIPAL ON CAPITAL LEASE	550	0	0	0	0
0000060 Principal on Indebtedness Totals	550	0	0	0	0

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 15000000 Public Works  
DIV: 01 DPW-Admin

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	233	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>233</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	13,906	16,103	9,305	19,515	19,827
6008002 SOCIAL SECURITY	6,239	6,836	3,929	9,516	9,651
6008004 WORKERS COMPENSATION	745	492	246	485	485
6008006 LIFE INSURANCE	14	15	10	30	30
6008007 HEALTH INSURANCE	15,775	16,402	10,288	31,457	31,457
6008009 RETIREE HEALTH INSURANCE	59,330	59,116	39,554	62,297	62,297
6008010 DISABILITY INSURANCE	0	0	0	80	80
<b>0000080 Employee Benefits Totals</b>	<b>96,009</b>	<b>98,964</b>	<b>63,332</b>	<b>123,380</b>	<b>123,827</b>
<b>Exp Total for Div: 1501</b>	<b>190,720</b>	<b>191,655</b>	<b>119,003</b>	<b>251,742</b>	<b>253,958</b>
<b>Total for Div: 15000000</b>	<b>-60,626</b>	<b>-126,774</b>	<b>-119,003</b>	<b>-186,861</b>	<b>-189,077</b>

# Buildings and Grounds

Commissioner of Public Works, Parks,  
Recreation and Youth Services

Deputy Commissioner of Public Works –  
Building and Grounds

## Facility Maintenance

Primary maintenance operations (repairs and construction) at County facilities including; plumbing, electrical, HVAC, doors/locks, painting and sidewalk repairs  
Operation and maintenance of the County's 34 emergency generators  
Snow removal and salting of parking lots and sidewalks

## Custodial Services

Clean buildings (offices, hallways, and restrooms); strip and wax hard floors; shampoo carpets; move furniture and relocate offices (as needed)  
Maintain yards and gardens  
Snow removal and winter maintenance (sidewalks, walkways and parking)  
Maintenance of necessary stock and janitorial supplies.

## Fleet Management

Administration and management for county fleet of over 200 vehicles  
Conduct fleet inspections and repairs as required  
Maintain fleet repair records and generate reports  
Manage fleet stock and supplies  
Responsible for fleet purchasing and replacement

## Construction Services

Repair and construction at County facilities (restrooms, roofs, landscaping, pavilions, etc.)  
Mowing and maintenance at county watersheds and solar arrays  
Snow removal and hauling from parks and other facilities  
Tree pruning and removal  
Movement of equipment to county events

## Government Plaza - Tripartite

Maintenance of the common areas of the government complex including:  
Snow removal and salting of exterior areas  
Maintenance of shared parking areas including; lighting, sprinklers, carbon monoxide system, sump pumps and emergency generators.  
Maintenance of the pedestrian bridge

## Facility Management

Full time facility management personnel at:  
Willow Point Nursing Facility  
Floyd L. Maines Veterans Memorial Area  
Public Safety Facility  
Responsible for total facility maintenance plus management and maintenance of specialty equipment and systems (fire, security, etc.) including coordination of outside contractor work

## **Public Works, Parks, Recreation and Youth Services Buildings and Grounds**

### **Mission Statement**

To 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**

Provide primary maintenance operations to the Court House complex, the fleet garage, George Harvey Justice Building, Edwin L. Crawford County Office Building, public safety facility, dog shelter, and Intermodal facility.

Provide secondary maintenance operations to the Binghamton Regional Airport, Library, Arena, Forum, Health Department, Public Transportation, Social Services, Department of Motor Vehicles, and Willow Point Nursing Home.

Provide primary maintenance operations of the Governmental Plaza under the tripartite agreement.

### **2019 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.

### **2019 Budget Highlights**

- Maintain physical betterments of county in a cost-effective manner.
- Assist other department divisions utilizing part-time labor.



Public Works,Parks, Recreation & Youth Services 15020101  
Buildings & Grounds

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/2019 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Deputy Commissioner of Public Works,Parks, Recreation & Youth Services/Buildings & Grounds	F Admin	1	1	1	1
Facilities Manager	22 BAPA	4	4	4	4
Park Operations Manager	AFSCME	1	1	1	1
Electrician	AFSCME	2	2	2	2
Senior Maintenance Mechanic	AFSCME	10	10	10	10
Stationary Engineer	AFSCME	2	2	2	2
Construction Worker	AFSCME	3	3	3	3
HVAC Systems Technician III*	AFSCME	4	4	4	4
Custodial Supervisor	AFSCME	1	1	1	1
Custodial Worker	AFSCME	13	13	13	13
Total Full-Time Positions		41	41	41	41
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		41	41	41	41

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 15000000 Public Works  
DIV: 02 DPW-Bldgs/Grounds

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000186 REIMBURSEMENT - GOVERNMENT PLA	233,597	162,016	62,187	169,000	169,000
5000302 BUILDING SERVICE CHARGEBACKS	275,484	478,660	192,016	421,829	421,829
5000312 RENTAL CHARGEBACKS	108,774	51,102	0	51,102	51,102
5000440 CHARGEBACK OF SERVICES PROVIDE	55	0	0	0	0
<b>0000002 Departmental Income Totals</b>	<b>617,910</b>	<b>691,778</b>	<b>254,203</b>	<b>641,931</b>	<b>641,931</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000510 SALE OF SCRAP & EXCESS MATERIA	5,390	9,000	2,718	9,000	9,000
<b>0000006 Sale of Prop and Comp for Loss Totals</b>	<b>5,390</b>	<b>9,000</b>	<b>2,718</b>	<b>9,000</b>	<b>9,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	7,381	0	0	0	0
5000533 UNCLASSIFIED REVENUES	1,526	2,000	0	2,000	2,000
5000534 TRANSFER FROM INSURANCE RESERV	4,757	4,027	5,755	0	0
5000545 CREDIT CARD REBATES	573	0	145	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>14,237</b>	<b>6,027</b>	<b>5,900</b>	<b>2,000</b>	<b>2,000</b>
<b>0000008 State Aid</b>					
5000808 OTHER STATE AID	282,512	0	0	0	0
5000809 STATE AID - COURT FACILITIES	442,834	430,000	473,145	430,000	430,000
<b>0000008 State Aid Totals</b>	<b>725,346</b>	<b>430,000</b>	<b>473,145</b>	<b>430,000</b>	<b>430,000</b>
<b>Rev Total for Div: 1502</b>	<b>1,362,883</b>	<b>1,136,805</b>	<b>735,966</b>	<b>1,082,931</b>	<b>1,082,931</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	1,910,021	1,964,903	1,178,586	1,994,688	1,996,190
6001002 SALARIES TEMPORARY	263,814	289,123	174,531	300,000	300,000
6001003 SALARIES OVERTIME	55,627	65,000	45,652	65,000	65,000
6001004 SALARIES SHIFT DIFFERENTIAL	4,891	4,000	3,739	5,000	5,000
6001006 OUT OF TITLE PAY	4,627	3,000	3,136	4,000	4,000

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 15000000 Public Works  
 DIV: 02 DPW-Bldgs/Grounds

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6001008 STAND-BY PAY	960	1,000	873	1,000	1,000
6001009 OTHER PERSONNEL SERVICES	10,875	9,750	9,925	9,750	9,750
<b>0000010 Personnel Service Totals</b>	<b>2,250,815</b>	<b>2,336,776</b>	<b>1,416,442</b>	<b>2,379,438</b>	<b>2,380,940</b>
<b>0000040 Contractual Expenditures</b>					
6004005 SNOW REMOVAL MATERIALS & SUPPL	8,410	7,500	6,432	11,500	11,500
6004010 BOOKS AND SUBSCRIPTIONS	439	400	288	400	400
6004012 OFFICE SUPPLIES	2,874	1,100	451	1,100	1,100
6004021 BLDG MAINTENANCE SUPPLIES	71,883	84,000	31,270	77,000	77,000
6004022 FUEL AND HEATING SUPPLIES	285,075	326,000	175,578	311,000	311,000
6004023 BLDG AND GROUNDS SUPPLIES	56,071	94,265	32,568	73,000	73,000
6004040 MOTOR EQUIPMENT SUPPLIES	0	1,000	0	1,000	1,000
6004046 GAS OIL GREASE AND DIESEL FUEL	1,800	6,000	3,164	8,000	8,000
6004047 TIRES AND TUBES	0	500	0	500	500
6004048 MISC OPERATIONAL SUPPLIES	97,987	47,500	36,194	55,500	55,500
6004052 UNIFORMS	2,262	1,500	1,826	2,000	2,000
6004054 SAFETY SUPPLIES	9,051	7,500	3,508	8,500	8,500
6004056 COMPUTER EQUIPMENT(NON CAPITAL	0	0	5,490	0	0
6004100 POSTAGE AND FREIGHT	589	100	103	100	100
6004105 DUES AND MEMBERSHIPS	99	10	0	100	100
6004112 BLDG GROUNDS AND EQUIP REPAIR	5,804	73,000	1,772	50,000	50,000
6004113 WATER AND SEWAGE CHARGES	307,173	279,000	119,540	301,000	301,000
6004115 ELECTRIC CURRENT	699,312	605,000	344,280	620,000	620,000
6004117 BUILDING AND GROUNDS EXPENSES	323,137	240,000	209,130	285,000	285,000
6004130 MOTOR EQUIP REPAIRS AND MAINT	176	0	1,443	0	0
6004138 OTHER OPERATIONAL EXPENSES	59,128	72,795	24,808	67,000	67,000
6004161 TRAVEL HOTEL AND MEALS	1,721	3,000	0	3,000	3,000
6004162 EDUCATION AND TRAINING	442	6,000	1,743	5,000	5,000
6004192 SOFTWARE MAINTENANCE	0	0	8,874	0	0
6004196 COPYING MACHINE RENTALS	580	500	169	500	500
6004200 PROPERTY LOSS	4,726	3,434	5,162	0	0
6004203 INSURANCE CLAIMS	31	593	593	0	0
6004572 ENGINEERING AND ARCHITECTURAL	0	3,500	0	3,500	3,500
<b>0000040 Contractual Expenditures Totals</b>	<b>1,938,770</b>	<b>1,864,197</b>	<b>1,014,386</b>	<b>1,884,700</b>	<b>1,884,700</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	53,992	24,989	16,878	38,555	38,555
6004604 DPW SECURITY CHARGEBACKS	100,425	100,484	50,242	102,862	102,862
6004614 OTHER CHARGEBACK EXPENSES	7,721	8,500	0	8,500	8,500

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

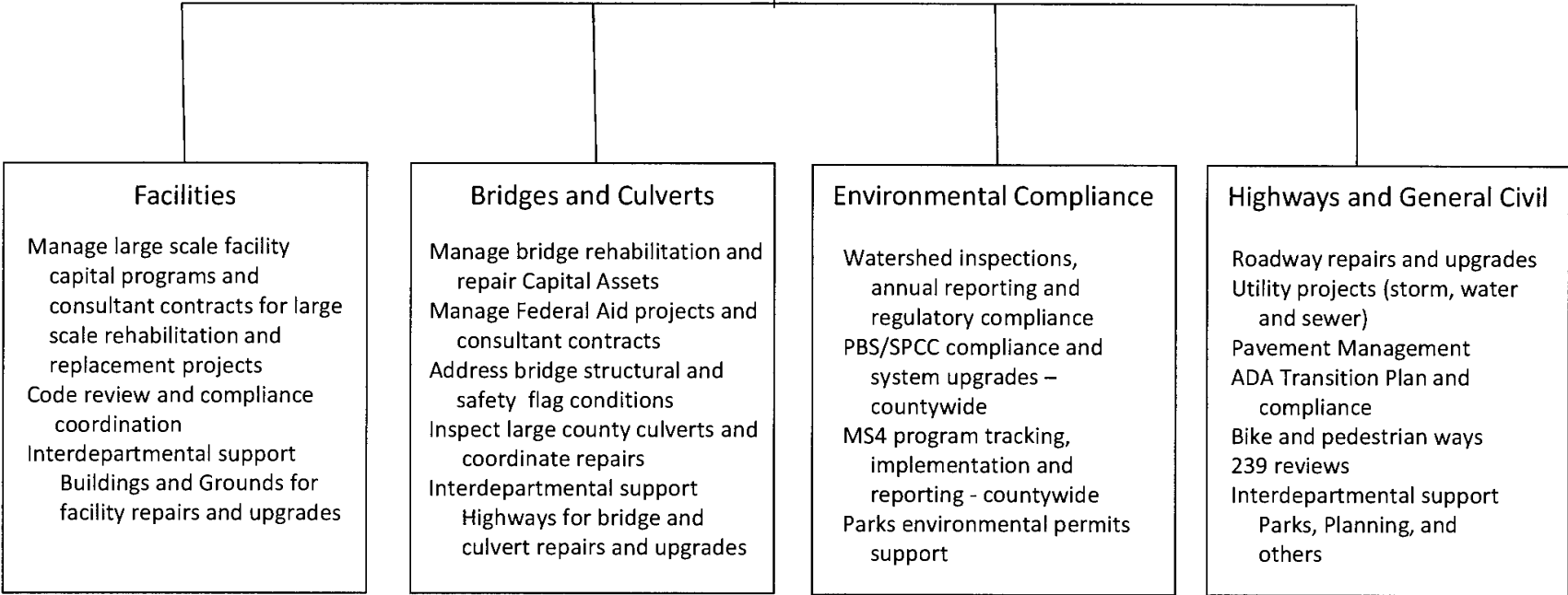
FUND: 1010 General Operating  
DEPT: 15000000 Public Works  
DIV: 02 DPW-Bldgs/Grounds

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004615 GASOLINE CHARGEBACK	30,066	37,800	19,808	53,400	53,400
6004616 FLEET SERVICE CHARGEBACK	60,374	65,250	65,250	76,704	76,704
6004619 BUILDING SERVICE CHARGEBACK	29,324	20,000	5,634	20,000	20,000
6004626 TRANSPORTATION SERVICES CHARGE	68,000	91,025	91,025	52,831	52,831
<b>0000041 Chargeback Expenses Totals</b>	<b>349,902</b>	<b>348,048</b>	<b>248,837</b>	<b>352,852</b>	<b>352,852</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	4,078	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>4,078</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	922	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>922</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	315,524	346,273	205,884	339,571	339,836
6008002 SOCIAL SECURITY	162,615	178,188	102,478	181,760	181,875
6008004 WORKERS COMPENSATION	59,365	79,516	39,758	93,420	93,420
6008006 LIFE INSURANCE	608	615	398	615	615
6008007 HEALTH INSURANCE	434,245	429,359	253,630	450,827	450,827
6008009 RETIREE HEALTH INSURANCE	332,250	336,912	233,216	387,573	387,573
6008011 UNEMPLOYMENT INSURANCE	2,200	0	-401	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	6,521	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>1,313,328</b>	<b>1,370,863</b>	<b>834,963</b>	<b>1,453,766</b>	<b>1,454,146</b>
<b>Exp Total for Div: 1502</b>	<b>5,857,815</b>	<b>5,919,884</b>	<b>3,514,628</b>	<b>6,070,756</b>	<b>6,072,638</b>
<b>Total for Div: 15000000</b>	<b>-4,494,932</b>	<b>-4,783,079</b>	<b>-2,778,662</b>	<b>-4,987,825</b>	<b>-4,989,707</b>

# Engineering

Commissioner of Public Works, Parks,  
Recreation, and Youth Services

Deputy Commissioner of Public Works –  
Engineering



## **Public Works, Parks, Recreation and Youth Services Engineering**

### **Mission Statement**

To provide quality engineering design, support, and project management services required to maintain county infrastructure including roadways, bridges, culverts, parks, and county buildings and facilities; to provide technical support to other Public Works divisions and county departments; and to serve the residents of Broome County.

### **Description**

As a primary unit of the Broome County Department of Public Works, with a principal goal of providing quality engineering services in support of maintaining and upgrading the County's infrastructure (parks, bridges, culverts, roadways, and buildings/facilities). The division accomplishes this mission as follows:

- Implementation and management of projects assigned by the Commissioner of Public Works in conjunction with the Capital Improvement Program identified and approved by the County Legislature;
- Taking the lead in maintenance, repair, and rehabilitation projects related to county bridges and large culverts including design and construction monitoring of bridge and culvert repairs to address structural flags and/or deficiencies;
- Providing engineering support to other units within Public Works as well as to other Departments within the Broome County Government;
- Providing a myriad of other infrastructure and County-wide program management and support functions such as annual

monitoring and inspection of the county's dams/watersheds, and petroleum bulk storage facilities, and managing and overseeing the county's MS4 program and ADA compliance program.

### **2019 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 staff development. Our long-range objectives include:

- To deliver cost effective service that is timely and responsive to all county-wide departmental and public needs within the limits of the resources available.
- To work in unison with all county departments regarding their maintenance needs and capital improvement programs and to assist in their efforts to develop infrastructure inventory, and repair/upgrade plans.
- To advance the development of a multi-functional engineering division with a multi-disciplined staff, and to promote high technical standards, encourage leadership, and foster career development among existing staff.
- To advance the goal of mapping all county infrastructure using GPS, and to create a geographical information system catalog of this information for use by the DPW.

### **2019 Budget Highlights**

- To maintain current levels of engineering service to the County within the existing financial constraints and limited resources.

Public Works, Parks, Recreation & Youth Services 15030001  
Engineering

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Deputy Commissioner of Public Works, Parks, Recreation & Youth Services/Engineering*	H Admin	1	1	1	1
Engineer III**	28 BAPA	2	2	2	2
Engineer II	24 CSEA	3	4	4	4
Engineer I ***	21 CSEA	3	2	1	1
Assistant Engineer	17 CSEA	2	2	3	3
Total Full-Time Positions		11	11	11	11
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		11	11	11	11

\* One position unfunded since 2018

\*\* One position unfunded since 2018

\*\*\* One position unfunded since 2011 abolished in 2019

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 15000000 Public Works  
DIV: 03 DPW-Engineering

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000007 Misc Interfund Revenues</b>					
5000545 CREDIT CARD REBATES	1	0	19	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>1</b>	<b>0</b>	<b>19</b>	<b>0</b>	<b>0</b>
<b>0000009 Federal Aid</b>					
5000901 FEDERAL AID - OTHER	30,514	0	22,572	0	0
5000922 OTHER FEDERAL AID	0	45,000	5,186	76,000	76,000
<b>0000009 Federal Aid Totals</b>	<b>30,514</b>	<b>45,000</b>	<b>27,758</b>	<b>76,000</b>	<b>76,000</b>
<b>Rev Total for Div: 1503</b>	<b>30,515</b>	<b>45,000</b>	<b>27,777</b>	<b>76,000</b>	<b>76,000</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	474,149	526,796	277,512	541,909	541,909
6001002 SALARIES TEMPORARY	18,684	10,525	13,348	15,525	10,525
6001003 SALARIES OVERTIME	3,738	6,750	0	6,750	6,750
<b>0000010 Personnel Service Totals</b>	<b>496,571</b>	<b>544,071</b>	<b>290,860</b>	<b>564,184</b>	<b>559,184</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	446	500	299	400	400
6004011 DUPLICATING AND PRINTING RM SU	0	500	0	480	480
6004012 OFFICE SUPPLIES	1,000	1,000	67	960	960
6004042 ENGINEERING SUPPLIES	207	2,600	272	2,600	2,600
6004054 SAFETY SUPPLIES	584	1,000	471	1,000	1,000
6004055 COMPUTER SOFTWARE AND SUPPLIES	0	0	158	0	0
6004100 POSTAGE AND FREIGHT	0	100	0	50	50
6004105 DUES AND MEMBERSHIPS	0	200	175	200	200
6004137 ADVERTISING AND PROMOTION EXPE	1,333	1,200	656	1,200	1,200
6004138 OTHER OPERATIONAL EXPENSES	22,465	500	0	500	500
6004162 EDUCATION AND TRAINING	615	2,200	0	2,200	2,200
6004196 COPYING MACHINE RENTALS	-224	1,380	898	1,620	1,620
<b>0000040 Contractual Expenditures Totals</b>	<b>26,426</b>	<b>11,180</b>	<b>2,996</b>	<b>11,210</b>	<b>11,210</b>

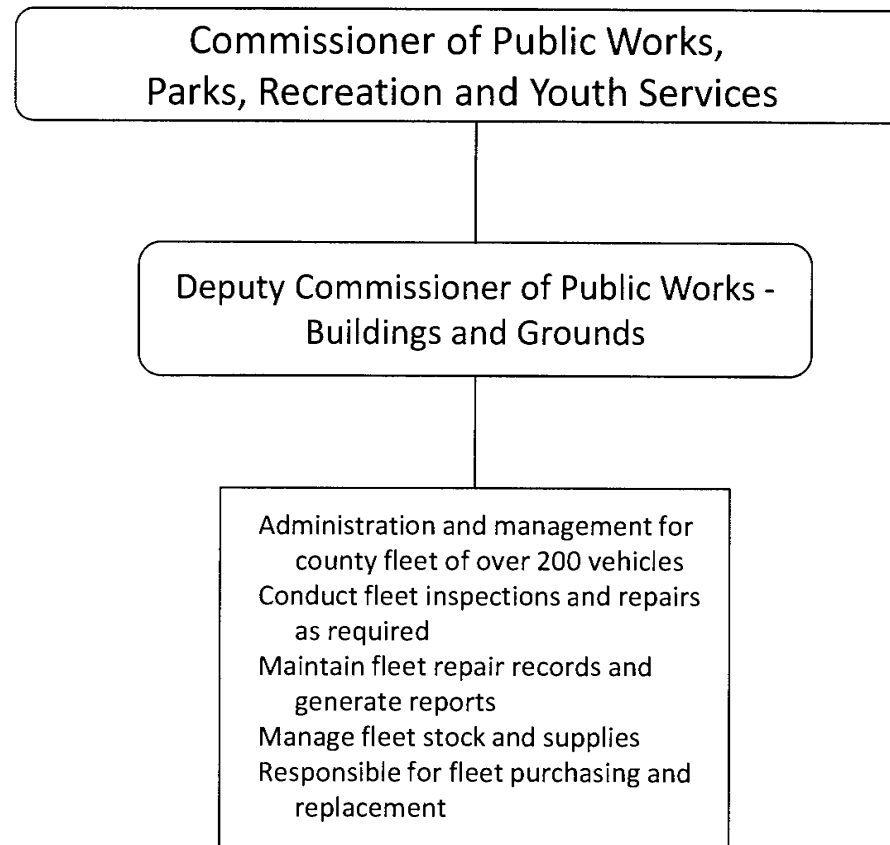


BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 15000000 Public Works  
 DIV: 03 DPW-Engineering

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000041 Chargeback Expenses</b>					
6004615 GASOLINE CHARGEBACK	2,825	6,750	1,421	6,000	6,000
6004616 FLEET SERVICE CHARGEBACK	8,625	9,000	9,000	9,024	9,024
<b>0000041 Chargeback Expenses Totals</b>	<b>11,450</b>	<b>15,750</b>	<b>10,421</b>	<b>15,024</b>	<b>15,024</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	825	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>825</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	349	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>349</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	73,215	86,926	43,248	84,054	84,054
6008002 SOCIAL SECURITY	35,291	37,106	20,738	43,227	43,227
6008004 WORKERS COMPENSATION	4,146	3,416	1,708	3,010	3,010
6008006 LIFE INSURANCE	106	120	66	135	135
6008007 HEALTH INSURANCE	88,226	96,893	48,690	97,157	97,157
6008009 RETIREE HEALTH INSURANCE	205,313	205,672	150,034	231,880	231,880
6008010 DISABILITY INSURANCE	523	616	267	560	560
6008013 HEALTH INS - RETIRE INCENTIVE	1,219	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>408,039</b>	<b>430,749</b>	<b>264,751</b>	<b>460,023</b>	<b>460,023</b>
<b>Exp Total for Div: 1503</b>	<b>943,660</b>	<b>1,001,750</b>	<b>569,028</b>	<b>1,050,441</b>	<b>1,045,441</b>
<b>Total for Div: 15000000</b>	<b>-913,145</b>	<b>-956,750</b>	<b>-541,251</b>	<b>-974,441</b>	<b>-969,441</b>
<b>Total for Dept: 15000000</b>	<b>-5,468,703</b>	<b>-5,866,603</b>	<b>-3,438,916</b>	<b>-6,149,127</b>	<b>-6,148,225</b>

# Fleet Management



**Public Works, Parks, Recreation and Youth Services**  
**Fleet Management**

**Mission Statement**

To provide and maintain a fleet of vehicles that will meet the needs of the individual departments with respect to safety, efficiency, and ease of operation.

**Description**

Maintain the fleet vehicles from purchase to disposal in accordance with the established Broome County Fleet Management Vehicle Replacement Policy/Program. Vehicles are purchased per state contract prices and are serviced and inspected for safety. Vehicles are disposed of when replacement funds become available through the capital improvement program.

**2019 Objectives**

- To continue to provide service to vehicles at a cost less than \$.55 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.

**2019 Budget Highlights**

- Maintain a fleet of safe vehicles cost effectively.
- Purchase fuel efficient vehicles to contain costs.

Public Works, Parks, Recreation & Youth Services 09000001  
 Fleet Management

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Automotive Mechanic	13 CSEA	3	3	3	3
Total Full-Time Positions		3	3	3	3
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		3	3	3	3

REPORT:BP032

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2070 Fleet Operating  
 DEPT: 09000000 Fleet Management

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000189 OTHER LOCAL GOVERNMENTS	29,686	31,050	19,697	48,000	48,000
5000229 BCC CHARGES	10,218	13,500	6,322	16,500	16,500
5000303 CHARGES FOR USE OF COUNTY CAR	231,083	266,986	252,416	205,812	205,812
5000304 CHARGES FOR GAS	277,716	369,450	171,133	502,050	502,050
5000326 CHARGEBACKS-MOTOR VEH SERVICE	424,775	447,750	447,750	466,992	466,992
<b>0000002 Departmental Income Total</b>	<b>973,478</b>	<b>1,128,736</b>	<b>897,318</b>	<b>1,239,354</b>	<b>1,239,354</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	229	290	440	100	100
<b>0000003 Use of Money Total</b>	<b>229</b>	<b>290</b>	<b>440</b>	<b>100</b>	<b>100</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000518 SALE OF EQUIPMENT	27,558	0	0	0	0
<b>0000006 Sale of Prop and Comp for Loss Total</b>	<b>27,558</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000007 Misc Interfund Revenues</b>					
5000532 PREMIUM & ACCRUED INT ON OBLIG	7,222	0	6,581	0	0
5000534 TRANSFER FROM INSURANCE RESERV	165	0	0	0	0
5000570 EARNINGS ON TEMPORARY INVESTME	12	0	0	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<b>7,399</b>	<b>0</b>	<b>6,581</b>	<b>0</b>	<b>0</b>
<b>0000009 Federal Aid</b>					
5000952 ARRA DEBT REIMBURSEMENT	2,074	2,073	600	2,080	2,080
<b>0000009 Federal Aid Total</b>	<b>2,074</b>	<b>2,073</b>	<b>600</b>	<b>2,080</b>	<b>2,080</b>
<b>Rev Totals for Dept: 09000000</b>	<b>1,010,738</b>	<b>1,131,099</b>	<b>904,939</b>	<b>1,241,534</b>	<b>1,241,534</b>

0000010 Personnel Service

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2070 Fleet Operating  
DEPT: 09000000 Fleet Management

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6001000 SALARIES FULL-TIME	128,354	139,761	83,800	143,241	143,241
6001003 SALARIES OVERTIME	1,944	2,000	1,159	2,000	2,000
6001006 OUT OF TITLE PAY	201	300	88	300	300
<b>0000010 Personnel Service Totals</b>	<b>130,499</b>	<b>142,061</b>	<b>85,047</b>	<b>145,541</b>	<b>145,541</b>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	57	100	0	50	50
6004040 MOTOR EQUIPMENT SUPPLIES	63,053	60,000	36,197	65,000	65,000
6004046 GAS OIL GREASE AND DIESEL FUEL	339,509	414,000	239,198	566,550	566,550
6004047 TIRES AND TUBES	40,171	40,000	9,506	40,000	40,000
6004048 MISC OPERATIONAL SUPPLIES	336	1,000	0	500	500
6004054 SAFETY SUPPLIES	0	1,000	0	1,000	1,000
6004055 COMPUTER SOFTWARE AND SUPPLIES	0	0	999	1,000	1,000
6004056 COMPUTER EQUIPMENT(NON CAPITAL	705	0	0	0	0
6004117 BUILDING AND GROUNDS EXPENSES	0	500	0	500	500
6004130 MOTOR EQUIP REPAIRS AND MAINT	6,481	10,000	3,991	10,000	10,000
6004137 ADVERTISING AND PROMOTION EXPE	45	0	0	0	0
6004138 OTHER OPERATIONAL EXPENSES	4,877	10,000	2,969	8,000	8,000
6004162 EDUCATION AND TRAINING	209	0	398	500	500
6004203 INSURANCE CLAIMS	165	0	0	0	0
6004504 OTHER FINANCIAL SERVICES	416	164	50	146	146
<b>0000040 Contractual Expenditures Totals</b>	<b>456,024</b>	<b>536,764</b>	<b>293,308</b>	<b>693,246</b>	<b>693,246</b>
<b>0000041 Chargeback Expenses</b>					
6004601 INDIRECT COSTS	28,727	27,089	0	23,970	23,970
6004602 INSURANCE PREMIUM CHARGEBACK	1,191	1,287	613	1,373	1,373
6004606 TELEPHONE BILLING ACCOUNT	609	1,053	305	1,114	1,114
6004609 DATA PROCESSING CHARGEBACKS	8,241	14,761	7,381	16,069	16,069
6004615 GASOLINE CHARGEBACK	1,204	4,275	725	3,000	3,000
<b>0000041 Chargeback Expenses Totals</b>	<b>39,972</b>	<b>48,465</b>	<b>9,024</b>	<b>45,526</b>	<b>45,526</b>
<b>0000042 Depreciation</b>					
6004804 DEPRECIATION - MOTOR VEHICLES	280,018	0	14,412	0	0
6004805 DEPRECIATION - MACHINERY & EQU	3,903	0	0	0	0
<b>0000042 Depreciation Totals</b>	<b>283,921</b>	<b>0</b>	<b>14,412</b>	<b>0</b>	<b>0</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2070 Fleet Operating  
DEPT: 09000000 Fleet Management

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	0	16,732	0	17,576	17,576
6006001 PRINCIPAL ON BANS	0	181,667	0	267,912	267,912
<b>0000060 Principal on Indebtedness Totals</b>	<b>0</b>	<b>198,399</b>	<b>0</b>	<b>285,488</b>	<b>285,488</b>
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	13,006	8,324	2,522	7,466	7,466
6007001 INTEREST ON BANS	8,679	7,000	2,378	19,261	19,261
<b>0000070 Interest on Indebtedness Totals</b>	<b>21,685</b>	<b>15,324</b>	<b>4,900</b>	<b>26,727</b>	<b>26,727</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	21,546	25,563	14,829	25,403	25,403
6008002 SOCIAL SECURITY	9,334	10,852	6,119	11,004	11,004
6008004 WORKERS COMPENSATION	2,717	1,287	644	1,530	1,530
6008006 LIFE INSURANCE	45	45	30	45	45
6008007 HEALTH INSURANCE	28,655	28,552	17,706	30,088	30,088
6008008 OPEB - HEALTH INSURANCE	50,291	0	0	0	0
6008009 RETIREE HEALTH INSURANCE	23,968	23,881	15,979	25,167	25,167
6008010 DISABILITY INSURANCE	261	261	161	261	261
<b>0000080 Employee Benefits Totals</b>	<b>136,817</b>	<b>90,441</b>	<b>55,468</b>	<b>93,498</b>	<b>93,498</b>
<b>Exp Totals for Dept: 09000000</b>	<b>1,068,918</b>	<b>1,031,454</b>	<b>462,159</b>	<b>1,290,026</b>	<b>1,290,026</b>
<b>Total for Dept: 09000000</b>	<b>-58,180</b>	<b>99,645</b>	<b>442,780</b>	<b>-48,492</b>	<b>-48,492</b>

# P u r c h a s i n g

Director of Purchasing

Procurement  
Board of Acquisition and Contract Support  
Letter contracts  
Multi-municipal contract development  
Annual Surplus Auction  
Bid and Request For Proposal specification  
development  
General Contract Administration  
Supervision and Implementation of the  
Competitive Bid Process  
Procurement Card Program



## Purchasing

### 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 county and state municipal laws.

### Description

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

- The cost-efficient procurement of over 20 million dollars of supplies, materials, equipment, and services for Broome County Government.
- Processing of letter contracts and all Board of Acquisition and Contract (BAC) requests, processing approximately 5,000 purchase orders.
- Supervision of the procurement card program; copier and MFP machine lease and maintenance programs, toner cartridge contract and maintenance supply contract.
- General contract administration including issuance of notices of default.
- Being the lead agency for the maintenance contracts including, janitorial supplies, office supplies, vending services, and equipment contracts.
- Supervision and implementation of the competitive bidding process.
- Review and preparation of specifications.

- Establishment of purchasing standards.
- Publication of legal notices and content on county website.
- Maintain county website for bid notice publication and specifications (BidNet - Empire State Purchasing Group).
- 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.

The Division of Purchasing allows the political subdivisions and any New York State county to participate in purchase contracts. The legislation in Albany passed into law the provision for “piggybacking” on service contracts between counties and municipalities.

Providing these contracts has eliminated wasteful bidding or shopping, duplication of time, effort, administration costs, advertising expenses, etc. and has resulted in lower prices generated by the combined larger volume.

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

## 2019 Objectives

- Work with BidNet - Empire State Purchasing Group's e-procurement system to post county 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. Bid results are also posted to this site.
- 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.
- Ensure procurement card and travel card controls are being upheld based on New York State Purchasing guidelines, County law, policies and procedures.
- Expand the annual auction to include even more towns, villages and county departments. Explore increased use of live on-line bidding with in person bidding.
- Provide on-site purchasing assistance for all departments on the rules and regulations governing the purchasing of goods and services in accordance with General Municipal Law sections 103 and 104.
- Decrease the number of scanners, inkjet printers, printers, and copy 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.
- Train and advise department fiscal personnel in the PeopleSoft system and purchasing more broadly.

## 2019 Budget Highlights

- Investigate potential for on-line surplus auctions.
- Continue to increase competition among bidders through vendor outreach programs, vendor workshops, MWBE workshops, and Disabled Veterans workshops.
- Implement electronic bidding, online proposal evaluation, and contract management capabilities.

Purchasing 16000001

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Director of Purchasing	F Admin	1	1	1	1
Senior Buyer	15 BAPA	1	1	1	1
Buyer	14 CSEA	1	1	1	1
Total Full-Time Positions		3	3	3	3
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		3	3	3	3

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 16000000 Purchasing

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000518 SALE OF EQUIPMENT	12,454	0	0	0	0
<b>0000006 Sale of Prop and Comp for Loss Total</b>	12,454	0	0	0	0
<b>0000007 Misc Interfund Revenues</b>					
5000545 CREDIT CARD REBATES	121	0	3	0	0
<b>0000007 Misc Interfund Revenues Total</b>	121	0	3	0	0
<b>Rev Totals for Dept: 16000000</b>	12,575	0	3	0	0
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	149,185	152,075	98,236	140,636	141,946
6001002 SALARIES TEMPORARY	12,593	13,140	5,155	13,355	13,355
<b>0000010 Personnel Service Totals</b>	161,778	165,215	103,391	153,991	155,301
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	0	40	0	40	40
6004012 OFFICE SUPPLIES	492	800	186	800	800
6004023 BLDG AND GROUNDS SUPPLIES	55	199	199	0	0
6004100 POSTAGE AND FREIGHT	11	0	0	0	0
6004105 DUES AND MEMBERSHIPS	150	180	150	240	240
6004106 GENERAL OFFICE EXPENSES	0	110	0	7,500	7,500
6004137 ADVERTISING AND PROMOTION EXPE	809	1,000	654	1,000	1,000
6004138 OTHER OPERATIONAL EXPENSES	0	465	0	465	465
6004161 TRAVEL HOTEL AND MEALS	1,266	700	537	1,600	1,600
6004162 EDUCATION AND TRAINING	100	700	0	400	400
6004196 COPYING MACHINE RENTALS	1,488	1,668	992	2,000	2,000
<b>0000040 Contractual Expenditures Totals</b>	4,371	5,862	2,718	14,045	14,045
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	144	159	159	182	182

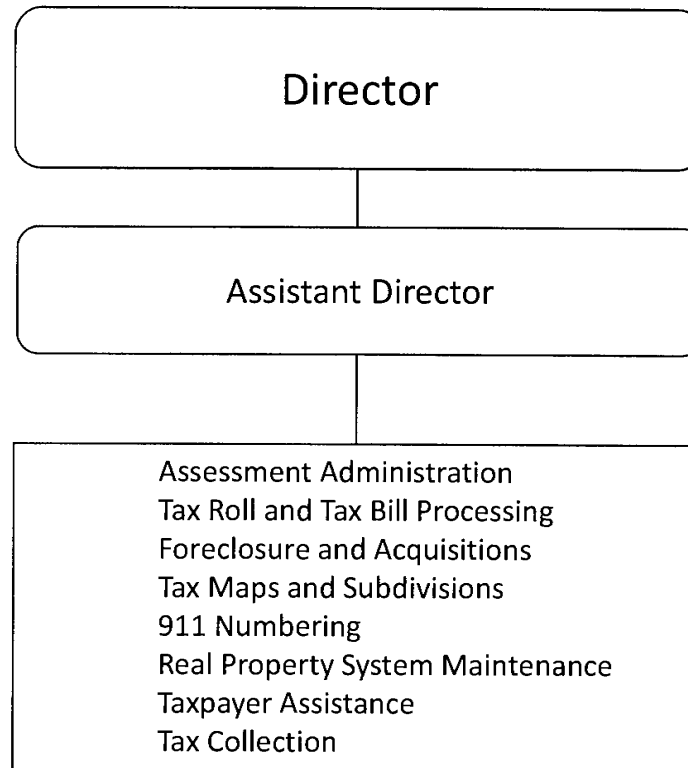
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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 16000000 Purchasing

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000041 Chargeback Expenses Totals	144	159	159	182	182
0000080 Employee Benefits					
6008001 STATE RETIREMENT	17,628	19,959	10,643	15,010	15,149
6008002 SOCIAL SECURITY	11,364	12,640	7,352	11,690	11,790
6008004 WORKERS COMPENSATION	897	511	256	744	744
6008006 LIFE INSURANCE	45	45	29	45	45
6008007 HEALTH INSURANCE	31,530	32,975	20,757	37,860	37,860
6008009 RETIREE HEALTH INSURANCE	54,591	58,794	30,275	68,819	68,819
6008010 DISABILITY INSURANCE	87	88	57	80	80
6008013 HEALTH INS - RETIRE INCENTIVE	4,435	0	0	0	0
0000080 Employee Benefits Totals	120,577	125,012	69,369	134,248	134,487
Exp Totals for Dept: 16000000	286,870	296,248	175,637	302,466	304,015
Total for Dept: 16000000	-274,295	-296,248	-175,634	-302,466	-304,015

# Real Property Tax Services



## **Real Property Tax Services**

### **Mission Statement**

Real Property Tax Services Department is mandated by New York 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 department operates with authority under the New York State Real Property Tax Laws and County Charter. Additionally, Section 1184 establishes procedures to collect taxes through an installment program, which the department administers. School taxes are collected for the Binghamton City School, Sunrise Terrace, Chenango Valley, Chenango Forks, Deposit, Johnson City, Maine-Endwell, Susquehanna Valley, Union-Endicott, and Whitney Point school districts. Property taxes are also collected for the City of Binghamton and the towns of Binghamton, Conklin, Dickinson, Fenton, Kirkwood, Nanticoke, 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 sixteen Towns, the City of Binghamton and seven Villages, maintenance of ownership records, assessors training and support, Board of Assessment review training, and tax error investigations for twenty-four 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 sixteen Towns, the City of Binghamton, six villages, nineteen school districts, and four hundred fifty special districts.

Foreclosure includes title searches, legal notices, mailings, court appearances, financing accounting, property inspections, tax sale auctions, and other enforcement duties, on the 86,000 properties in the county.

Taxpayer Assistance includes helping taxpayers with assessment issues, correcting errors in property tax bills, tax map problems, tax foreclosures and general assessment administration questions.

Tax Map includes map changes by deeds including splits, combinations, filing of subdivisions, error investigations, corrections, issuing of maps to sixteen Towns, the City of Binghamton, six Villages, and sales of maps to the public.

County Foreclosure including Social Services, title searches, preparation of legal papers, vouchers, tax searches, appraisals, court appearances, and record follow-up.

Tax Collection includes collecting, posting, daily deposit preparation, performing warrant adjustments, sending escrow receipts, assisting taxpayer and escrow companies, resolving problems and reconciliation of property tax warrants.

Installment Program includes the necessary research, implementation, collections, record-keeping, and statistical analysis to administer over 750 agreements including interacting with taxpayers both in the program and requesting to enter an agreement.

Property Management includes collection of rents, repairs to maintain the present condition of properties, and resolving tenant issues.

### **2019 Objectives**

- Continue to assist all municipalities within Broome County with their assessment and tax collection goals. Real Property will continue to offer the service of tax collection for any municipality in the county.
- The assessment community will continue to be updated with the most current county and state legislation as it applies to the assessors.
- Enhance a tax collection software program which will handle both current and delinquent tax collection along with other functions necessary for accurate tax collection.

### **2019 Budget Highlights**

- The Real Property Tax Services Department will continue to ensure that residents can pay taxes on-line with the convenience of using a credit or debit card.
- The auction process has been restructured to include resale of the foreclosed properties in a timelier fashion along with reducing the amount of maintenance performed on the properties. These changes will equate to increased revenue for the Real Property Tax Services Department.
- Internal restructuring within the department will enable the department to operate in a more efficient manner.



Real Property Tax Services 17000001

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of Real Property Tax Services III	H Admin	1	1	1	1
Assistant Director of Real Property Tax Services	20 Admin	1	1	1	1
County Receiver of Taxes	19 BAPA	1	1	1	1
Tax Map Technician	18 CSEA	1	1	1	1
Real Property Appraiser	18 CSEA	1	1	1	1
Real Property Tax Services Specialist	16 CSEA	1	1	1	1
Real Property Tax Service Assistant	14 CSEA	1	1	1	1
Title Searcher	14 CSEA	1	1	1	1
Real Property Tax Service Aide	10 CSEA	0	0	1	1
Senior Clerk	8 CSEA	2	2	1	1
Total Full-Time Positions		10	10	10	10
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		10	10	10	10

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating

DEPT: 17000000 Real Property Tax Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000001 Tax Items</b>					
5000002 GAIN FROM SALE-TAX ACQ PROPERT	1,618,857	1,100,000	246,909	1,200,000	1,200,000
<b>0000001 Tax Items Total</b>	<u>1,618,857</u>	<u>1,100,000</u>	<u>246,909</u>	<u>1,200,000</u>	<u>1,200,000</u>
<b>0000002 Departmental Income</b>					
5000185 DATA PROCESSING TAX SERVICES	140,829	150,000	34,869	140,000	140,000
5000227 TITLE SEARCH FEES	256,725	300,000	-302,076	300,000	300,000
5000426 MISCELLANEOUS	4,775	4,000	1,546	4,000	4,000
5000441 TAX COLLECTION FEES	173,450	187,000	144,058	185,000	185,000
<b>0000002 Departmental Income Total</b>	<u>575,779</u>	<u>641,000</u>	<u>-121,603</u>	<u>629,000</u>	<u>629,000</u>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	4,249	6,000	5,319	7,000	7,000
5000460 RENTAL OF REAL PROPERTY INDIVI	123,339	50,000	36,180	50,000	50,000
<b>0000003 Use of Money Total</b>	<u>127,588</u>	<u>56,000</u>	<u>41,499</u>	<u>57,000</u>	<u>57,000</u>
<b>0000005 Fines and Forfeitures</b>					
5000500 FORFEITURE OF DEPOSITS	6,718	5,000	3,805	5,000	5,000
<b>0000005 Fines and Forfeitures Total</b>	<u>6,718</u>	<u>5,000</u>	<u>3,805</u>	<u>5,000</u>	<u>5,000</u>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000517 SALES OF REAL PROPERTY	11,000	0	1,000	0	0
<b>0000006 Sale of Prop and Comp for Loss Total</b>	<u>11,000</u>	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>0</u>
<b>0000008 State Aid</b>					
5000803 PROPERTY TAX ADMINISTRATION	70,128	40,000	7,769	55,000	55,000
<b>0000008 State Aid Total</b>	<u>70,128</u>	<u>40,000</u>	<u>7,769</u>	<u>55,000</u>	<u>55,000</u>
<b>Rev Totals for Dept: 17000000</b>	<u>2,410,070</u>	<u>1,842,000</u>	<u>179,379</u>	<u>1,946,000</u>	<u>1,946,000</u>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
 DEPT: 17000000 Real Property Tax Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	474,806	514,984	292,184	521,436	524,037
6001002 SALARIES TEMPORARY	49,248	38,754	34,107	52,500	52,500
6001003 SALARIES OVERTIME	3,505	0	0	3,529	0
<b>0000010 Personnel Service Totals</b>	<b>527,559</b>	<b>553,738</b>	<b>326,291</b>	<b>577,465</b>	<b>576,537</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	395	500	0	500	500
6004012 OFFICE SUPPLIES	4,666	4,000	2,637	4,000	4,000
6004100 POSTAGE AND FREIGHT	496	580	496	580	580
6004105 DUES AND MEMBERSHIPS	860	1,000	100	1,000	900
6004106 GENERAL OFFICE EXPENSES	-457	4,000	2,742	5,700	5,500
6004137 ADVERTISING AND PROMOTION EXPE	9,951	10,000	4,413	10,000	10,000
6004160 MILEAGE AND PARKING-LOCAL	752	1,000	737	1,000	1,000
6004161 TRAVEL HOTEL AND MEALS	348	0	0	0	0
6004162 EDUCATION AND TRAINING	0	1,000	0	1,000	1,000
6004196 COPYING MACHINE RENTALS	1,663	2,500	1,684	2,500	2,500
6004584 TAX ACQUIRED PROPERTY EXPENSES	45,369	35,000	33,091	45,000	45,000
<b>0000040 Contractual Expenditures Totals</b>	<b>64,043</b>	<b>59,580</b>	<b>45,900</b>	<b>71,280</b>	<b>70,980</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	16,444	12,789	6,394	341	341
6004619 BUILDING SERVICE CHARGEBACK	0	3,000	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>16,444</b>	<b>15,789</b>	<b>6,394</b>	<b>341</b>	<b>341</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	6,673	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>6,673</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	224	0	0	0	0

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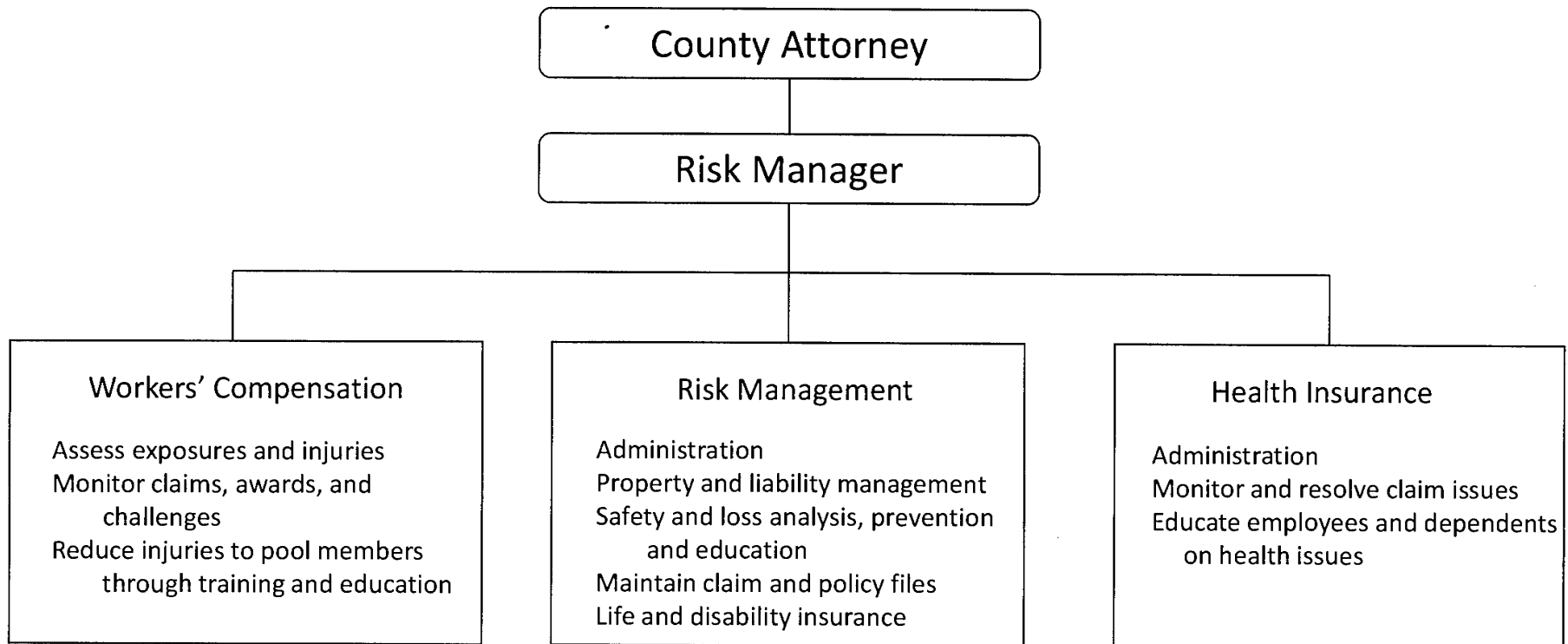
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating

DEPT: 17000000 Real Property Tax Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000070 Interest on Indebtedness Totals</b>	224	0	0	0	0
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	74,427	86,098	49,537	84,022	84,481
6008002 SOCIAL SECURITY	38,193	39,399	23,585	40,560	40,759
6008004 WORKERS COMPENSATION	24,909	24,923	12,462	14,817	14,817
6008006 LIFE INSURANCE	144	150	99	165	165
6008007 HEALTH INSURANCE	91,599	99,661	59,901	123,712	123,712
6008009 RETIREE HEALTH INSURANCE	89,606	92,661	62,011	101,384	101,384
6008010 DISABILITY INSURANCE	523	617	375	640	640
6008011 UNEMPLOYMENT INSURANCE	7,060	0	0	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	4,382	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	330,843	343,509	207,970	365,300	365,958
<b>Exp Totals for Dept: 17000000</b>	<b>945,786</b>	<b>972,616</b>	<b>586,555</b>	<b>1,014,386</b>	<b>1,013,816</b>
<b>Total for Dept: 17000000</b>	<b>1,464,284</b>	<b>869,384</b>	<b>-407,176</b>	<b>931,614</b>	<b>932,184</b>

# Risk and Insurance



## **Risk and Insurance Risk Management**

### **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 the Risk Management Office was established by Local Law 16 of 1979.

### **2019 Objectives**

- Implement strategies to reduce the total cost of risk using various enterprise risk management concepts.

### **2019 Budget Highlights**

- Continuing budget with appropriate inflationary trends.

Risk & Insurance 18010001, 18020001, 18030001  
 Risk Management

As of  
 7/5/2018

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Manager of Risk and Insurance	H Admin	1	1	1	1
Workers' Compensation Analyst	22 Admin	1	1	1	1
Claims Manager	22 Admin	1	1	1	1
Safety Specialist	22 Admin	1	1	1	1
Health Insurance Analyst	22 Admin	0	1	1	1
Health Insurance Analyst	18 Admin	1	0	0	0
Senior Account Clerk	10 Admin	1	1	1	1
Total Full-Time Positions		6	6	6	6
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		6	6	6	6

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2090 Self Insurance Operating  
DEPT: 18000000 Risk and Insurance

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000229 BCC CHARGES	105,068	97,850	97,850	108,767	108,767
5000300 WORKERS COMP ADMINISTRATION	191,540	196,879	0	196,428	196,428
5000301 HEALTH CARE ADMINISTRATION	125,200	136,610	0	143,983	143,983
5000306 INSURANCE CHARGEBACK	1,006,690	1,164,610	582,632	1,192,036	1,192,036
5000320 COUNTY CONTRIBUTION	97,001	104,822	65,465	94,280	94,280
5000406 ACTIVE EMPLOYEE CONTRIBUTION	118,073	126,770	86,001	119,991	119,991
<b>0000002 Departmental Income Total</b>	<b>1,643,572</b>	<b>1,827,541</b>	<b>831,948</b>	<b>1,855,485</b>	<b>1,855,485</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	2,615	2,200	5,540	7,000	7,000
<b>0000003 Use of Money Total</b>	<b>2,615</b>	<b>2,200</b>	<b>5,540</b>	<b>7,000</b>	<b>7,000</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000520 INSURANCE RECOVERIES	7,797	40,000	1,877	20,000	20,000
<b>0000006 Sale of Prop and Comp for Loss Total</b>	<b>7,797</b>	<b>40,000</b>	<b>1,877</b>	<b>20,000</b>	<b>20,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	434,148	0	25	0	0
5000534 TRANSFER FROM INSURANCE RESERV	0	422,062	0	417,766	426,567
<b>0000007 Misc Interfund Revenues Total</b>	<b>434,148</b>	<b>422,062</b>	<b>25</b>	<b>417,766</b>	<b>426,567</b>
<b>Rev Totals for Dept: 18000000</b>	<b>2,088,132</b>	<b>2,291,803</b>	<b>839,390</b>	<b>2,300,251</b>	<b>2,309,052</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	340,584	350,693	192,561	360,989	368,117
<b>0000010 Personnel Service Totals</b>	<b>340,584</b>	<b>350,693</b>	<b>192,561</b>	<b>360,989</b>	<b>368,117</b>
<b>0000040 Contractual Expenditures</b>					



BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2090 Self Insurance Operating  
DEPT: 18000000 Risk and Insurance

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004010 BOOKS AND SUBSCRIPTIONS	0	400	0	400	400
6004012 OFFICE SUPPLIES	537	1,000	148	1,000	1,000
6004045 TRAINING AND EDUCATIONAL SUPPL	0	500	40	500	500
6004054 SAFETY SUPPLIES	1,296	2,000	0	2,000	2,000
6004105 DUES AND MEMBERSHIPS	0	350	0	350	350
6004106 GENERAL OFFICE EXPENSES	0	250	0	250	250
6004160 MILEAGE AND PARKING-LOCAL	0	100	20	100	100
6004161 TRAVEL HOTEL AND MEALS	306	0	0	0	0
6004162 EDUCATION AND TRAINING	1,015	400	265	400	400
6004169 DAY TRIP MEAL REIMBURSEMENT	40	68	40	68	68
6004196 COPYING MACHINE RENTALS	747	950	878	950	950
6004200 PROPERTY LOSS	119,670	260,746	75,818	260,746	260,746
6004201 INSURANCE PREMIUMS	284,946	348,587	-1,399	349,772	349,772
6004203 INSURANCE CLAIMS	1,394,247	550,000	149,052	550,000	550,000
6004204 COMPENSATION CLAIMS	6,967	10,000	0	10,000	10,000
6004402 LAB SERVICES	16,185	15,000	9,981	15,000	15,000
6004573 OTHER FEES FOR SERVICES	17,973	50,000	14,421	50,000	50,000
6004588 INTEREST AND PENALTIES	28	0	0	0	0
6004597 DISABILITY INSURANCE PREMIUMS	199,828	213,860	110,692	204,271	204,271
<b>0000040 Contractual Expenditures Totals</b>	<b>2,043,785</b>	<b>1,454,211</b>	<b>359,956</b>	<b>1,445,807</b>	<b>1,445,807</b>
<b>0000041 Chargeback Expenses</b>					
6004601 INDIRECT COSTS	180,998	179,223	0	177,215	177,215
6004602 INSURANCE PREMIUM CHARGEBACK	170	189	189	215	215
6004605 COUNTY ATTORNEY CHARGEBACKS	1,523	6,125	0	6,125	6,125
6004606 TELEPHONE BILLING ACCOUNT	4,011	4,200	1,281	2,499	2,499
6004609 DATA PROCESSING CHARGEBACKS	21,435	21,352	10,676	22,225	22,225
6004610 PERSONNEL SERVICES CHARGEBACKS	26,000	26,000	0	26,000	26,000
6004614 OTHER CHARGEBACK EXPENSES	56	60	10	56	56
6004617 DUPLICATING/PRINTING CHARGEBAC	1,891	1,562	732	2,337	2,337
6004618 OFFICE SUPPLIES CHARGEBACK	5,206	8,002	2,916	6,979	6,979
<b>0000041 Chargeback Expenses Totals</b>	<b>241,290</b>	<b>246,713</b>	<b>15,804</b>	<b>243,651</b>	<b>243,651</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	46,769	56,612	33,212	57,212	58,340
6008002 SOCIAL SECURITY	23,953	26,828	13,400	27,616	28,161
6008004 WORKERS COMPENSATION	1,831	1,698	849	1,593	1,593
6008006 LIFE INSURANCE	90	90	60	90	90
6008007 HEALTH INSURANCE	82,129	81,832	51,330	86,233	86,233

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2090 Self Insurance Operating  
DEPT: 18000000 Risk and Insurance

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008008 OPEB - HEALTH INSURANCE	23,454	0	0	0	0
6008009 RETIREE HEALTH INSURANCE	65,663	73,126	48,927	77,060	77,060
<b>0000080 Employee Benefits Totals</b>	<b>243,889</b>	<b>240,186</b>	<b>147,778</b>	<b>249,804</b>	<b>251,477</b>
<b>Exp Totals for Dept: 18000000</b>	<b>2,869,548</b>	<b>2,291,803</b>	<b>716,099</b>	<b>2,300,251</b>	<b>2,309,052</b>
<b>Total for Dept: 18000000</b>	<b>-781,416</b>	<b>0</b>	<b>123,291</b>	<b>0</b>	<b>0</b>

**Risk and Insurance**  
**Health Insurance**

**Mission Statement**

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 health claims administration including in-patient and out-patient medical treatment, and prescription drug coverage.

**2019 Objectives**

- Continue exploring cost savings through increased administrative efficiency.

**2019 Budget Highlights**

- Continuing budget with appropriate inflationary trends.

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2080 Health Insurance Operating  
DEPT: 18000000 Risk and Insurance

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000229 BCC CHARGES	8,877,313	8,847,728	7,039,589	9,389,499	9,389,499
5000320 COUNTY CONTRIBUTION	28,114,944	28,433,538	20,249,481	29,416,197	29,416,197
5000406 ACTIVE EMPLOYEE CONTRIBUTION	3,948,952	3,946,865	2,585,794	4,065,640	4,065,640
5000407 RETIREE CONTRIBUTION	2,379,167	2,371,532	1,512,262	3,033,247	3,033,247
5000408 SURVIVOR & VESTED CONTRIBUTION	184,280	194,601	115,375	203,755	203,755
5000409 COBRA CONTRIBUTION	19,972	2,000	20,156	2,000	2,000
5000426 MISCELLANEOUS	163	0	0	0	0
<b>0000002 Departmental Income Total</b>	<b>43,524,791</b>	<b>43,796,264</b>	<b>31,522,657</b>	<b>46,110,338</b>	<b>46,110,338</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	7,075	7,100	16,300	20,000	20,000
<b>0000003 Use of Money Total</b>	<b>7,075</b>	<b>7,100</b>	<b>16,300</b>	<b>20,000</b>	<b>20,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	153,626	0	3,692	0	0
5000542 PRESCRIPTION REBATES	3,691,214	2,675,000	977,073	2,750,000	2,750,000
5000545 CREDIT CARD REBATES	2	0	2	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<b>3,844,842</b>	<b>2,675,000</b>	<b>980,767</b>	<b>2,750,000</b>	<b>2,750,000</b>
<b>0000009 Federal Aid</b>					
5000959 EGWP SUBSIDY	1,196,117	1,350,000	554,337	820,000	820,000
<b>0000009 Federal Aid Total</b>	<b>1,196,117</b>	<b>1,350,000</b>	<b>554,337</b>	<b>820,000</b>	<b>820,000</b>
<b>Rev Totals for Dept: 18000000</b>	<b>48,572,825</b>	<b>47,828,364</b>	<b>33,074,061</b>	<b>49,700,338</b>	<b>49,700,338</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	0	199	0	199	199
6004012 OFFICE SUPPLIES	803	950	612	950	950
6004105 DUES AND MEMBERSHIPS	0	100	0	100	100
6004138 OTHER OPERATIONAL EXPENSES	57	0	0	0	0

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2080 Health Insurance Operating  
DEPT: 18000000 Risk and Insurance

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004150 CASE ASSESSMENT	225,647	246,161	184,621	255,000	255,000
6004161 TRAVEL HOTEL AND MEALS	0	1,500	0	1,500	1,500
6004207 PRESCRIPTION DRUGS	17,655,600	17,370,076	11,062,316	18,412,020	18,412,020
6004208 MEDICAL CARE	9,243,888	8,975,129	6,411,153	9,413,815	9,413,815
6004209 HOSPITAL CARE	13,121,101	12,751,158	8,732,948	13,174,753	13,174,753
6004211 PART C PREMIUMS	1,601,060	2,708,400	1,413,425	1,931,958	1,931,958
6004257 SERVICES TO PARTICIPANTS	7,264,570	7,854,668	4,828,541	7,948,963	7,948,963
6004403 MEDICARE CREDITS	5,548	5,491	3,775	4,118	4,118
6004503 ACTUARY CONSULTANT	0	100,000	0	100,000	100,000
6004507 ACA PCORI FEE	6,739	6,975	6,982	7,500	7,500
6004569 CLAIMS ADMINISTRATION	1,293,818	1,385,728	852,407	1,946,940	1,946,940
6004573 OTHER FEES FOR SERVICES	43,092	49,248	28,728	49,248	49,248
<b>0000040 Contractual Expenditures Totals</b>	<b>50,461,923</b>	<b>51,455,783</b>	<b>33,525,508</b>	<b>53,247,064</b>	<b>53,247,064</b>
<b>0000041 Chargeback Expenses</b>					
6004605 COUNTY ATTORNEY CHARGEBACKS	1,835	35,000	0	35,000	35,000
6004610 PERSONNEL SERVICES CHARGEBACKS	173,306	184,446	0	198,622	198,622
6004614 OTHER CHARGEBACK EXPENSES	4,000	4,000	0	4,000	4,000
<b>0000041 Chargeback Expenses Totals</b>	<b>179,141</b>	<b>223,446</b>	<b>0</b>	<b>237,622</b>	<b>237,622</b>
<b>Exp Totals for Dept: 18000000</b>	<b>50,641,064</b>	<b>51,679,229</b>	<b>33,525,508</b>	<b>53,484,686</b>	<b>53,484,686</b>
<b>Total for Dept: 18000000</b>	<b>-2,068,239</b>	<b>-3,850,865</b>	<b>-451,447</b>	<b>-3,784,348</b>	<b>-3,784,348</b>

## Risk and Insurance

### Workers' Compensation

#### Mission Statement

To provide a professionally managed workers' compensation program for Broome County and participating municipalities in accordance with Local Laws 1 of 1956 and 10 of 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, arranges hearings, and reviews determinations when appropriate.
- Processes claims for the county as well as fourteen participating municipalities. Cost for the county and participating municipalities are levied by legislative resolution.
- It is accounted for as an Internal Service Fund and was established in 1956 by Local Law 1 of 1956.

#### 2019 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.

- Utilize newly implemented medical treatment guidelines and aggressive nurse case management to provide the appropriate medical care to claimants and control costs.
- Keep current on proposed legislation that may have a financial impact on our program.

#### 2019 Budget Highlights

- □ Workers' Compensation Average Weekly Wage will change resulting in an increase in the maximum benefit. The new rate for 7/1/18 to 7/1/19 increased from \$864.32 per week to \$904.74 per week resulting in an increased budget for indemnity.
- □ Electronic filing of forms will continue to be closely monitored and we will continue to pursue our goal of 100% timely filing by working with employers. This requires a quicker response time from employees, Supervisors, Broome County and our Third Party Administrator. Penalties will be assessed against employers who fail to meet these standards, but we have succeeded in avoiding penalties up to this point.
- □ Work on utilizing the new Workers' Compensation Board medical bill portal, which will allow for electronic filing by physicians/medical providers for all services provided to a workers' compensation claimant. Also utilize new WCB E-bill system.

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2100 Workers Comp Operating  
DEPT: 18000000 Risk and Insurance

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000229 BCC CHARGES	305,638	287,269	287,269	297,043	297,043
5000300 WORKERS COMP ADMINISTRATION	29,291	19,000	0	18,000	18,000
5000320 COUNTY CONTRIBUTION	2,561,202	2,625,155	1,312,579	2,626,396	2,626,396
5000334 WORKERS COMPENSATION - OTHER G	117,163	95,000	0	90,000	90,000
5000405 PARTICIPANTS ASSESSMENTS	614,008	623,553	623,551	655,067	655,067
<b>0000002 Departmental Income Total</b>	<b>3,627,302</b>	<b>3,649,977</b>	<b>2,223,399</b>	<b>3,686,506</b>	<b>3,686,506</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	3,073	2,100	10,269	12,000	12,000
<b>0000003 Use of Money Total</b>	<b>3,073</b>	<b>2,100</b>	<b>10,269</b>	<b>12,000</b>	<b>12,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	194,867	215,000	99,496	202,000	202,000
<b>0000007 Misc Interfund Revenues Total</b>	<b>194,867</b>	<b>215,000</b>	<b>99,496</b>	<b>202,000</b>	<b>202,000</b>
<b>Rev Totals for Dept: 18000000</b>	<b>3,825,242</b>	<b>3,867,077</b>	<b>2,333,164</b>	<b>3,900,506</b>	<b>3,900,506</b>

**0000040 Contractual Expenditures**

6004010 BOOKS AND SUBSCRIPTIONS	93	210	0	210	210
6004012 OFFICE SUPPLIES	0	200	0	200	200
6004041 PHOTOGRAPHIC SUPPLIES	0	100	0	100	100
6004048 MISC OPERATIONAL SUPPLIES	95	250	56	250	250
6004054 SAFETY SUPPLIES	0	335	0	335	335
6004100 POSTAGE AND FREIGHT	0	75	0	75	75
6004105 DUES AND MEMBERSHIPS	55	55	55	55	55
6004106 GENERAL OFFICE EXPENSES	0	250	0	250	250
6004137 ADVERTISING AND PROMOTION EXPE	16	0	0	0	0
6004150 CASE ASSESSMENT	40,215	41,421	27,614	42,663	42,663
6004161 TRAVEL HOTEL AND MEALS	0	940	100	940	940
6004204 COMPENSATION CLAIMS	1,260,483	1,315,000	916,228	1,410,000	1,410,000
6004205 MEDICAL CARE AND TREATMENT-COM	716,087	925,000	487,662	925,000	925,000
6004206 STATE WORKERS COMP ASSESSMENT	333,511	475,000	241,499	425,000	425,000

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2100 Workers Comp Operating  
DEPT: 18000000 Risk and Insurance

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004210 SETTLEMENT PAYMENTS	140,000	175,000	108,000	175,000	175,000
6004538 LEGAL CHARGES AND FEES	15,996	33,000	7,450	33,000	33,000
6004569 CLAIMS ADMINISTRATION	92,000	96,000	57,167	82,000	82,000
6004573 OTHER FEES FOR SERVICES	16,433	50,862	10,914	54,200	54,200
6004582 JUDGEMENTS AND CLAIMS	202,371	450,000	226,258	450,000	450,000
6004595 TRANSFER TO RESERVE	0	90,000	0	99,800	99,800
<b>0000040 Contractual Expenditures Totals</b>	<b>2,817,355</b>	<b>3,653,698</b>	<b>2,083,003</b>	<b>3,699,078</b>	<b>3,699,078</b>
<b>0000041 Chargeback Expenses</b>					
6004601 INDIRECT COSTS	5,000	5,000	0	5,000	5,000
6004610 PERSONNEL SERVICES CHARGEBACKS	191,540	196,879	0	196,428	196,428
6004614 OTHER CHARGEBACK EXPENSES	6,456	11,500	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>202,996</b>	<b>213,379</b>	<b>0</b>	<b>201,428</b>	<b>201,428</b>
<b>0000080 Employee Benefits</b>					
6008005 WORKERS COMP LT LIABILITY	-6,250,388	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>-6,250,388</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Exp Totals for Dept: 18000000</b>	<b>-3,230,037</b>	<b>3,867,077</b>	<b>2,083,003</b>	<b>3,900,506</b>	<b>3,900,506</b>
<b>Total for Dept: 18000000</b>	<b>7,055,279</b>	<b>0</b>	<b>250,161</b>	<b>0</b>	<b>0</b>





## Public Safety

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# Sheriff

Sheriff (Elected)

UnderSheriff

## Civil Office

Income and Property Execution Orders  
Evictions  
Serve Legal Papers

## Law Enforcement

## Corrections

Jail  
Inmate and Juvenile Transports  
Photo Identification  
Pistol Permits  
Training

## Administration

Fiscal Office  
Records Office  
School Resource Officer  
Grants Administration  
Community Policing

## Training

Regional Police Academy  
Advanced and In-service  
Training

## Highway Patrol

Traffic  
Criminal  
K-9  
Marine Rescue  
DWI  
Special Response Team

## Detectives

General Investigations  
Special Investigation Unit  
Sex-Offender Registry  
Maintenance

## Warrants

Serve Family Court  
Warrants  
Criminal Warrants  
Extraditions of out-of-area fugitives

## **Sheriff**

### **Corrections:**

#### **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.

- Operate a cost-effective and staff efficient correctional facility;
- Maintain a safe and secure atmosphere for staff, civilian personnel and inmates;
- Maintain a humane correctional environment by providing programs and services to criminal offenders.
- Securely, safely and humanely keep all prisoners committed to the custody of the Sheriff, and to offer those offenders opportunities for self-improvement.
- Comply with federal and state laws which govern our facility;
- Demonstrate the highest level of ethical and professional standards in our operations by holding ourselves accountable to the public;
- Work in cooperation with law enforcement agencies, governmental entities and members of the community.

#### **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.

The Correctional Facility underwent an expansion project during 2016, increasing the facility capacity to 600 beds and providing an expanded and modernized medical unit.

#### **2019 Objectives**

The Sheriff's Office has requested the following enhancements in the 2019 Budget:

- Continue to increase the effectiveness of the Corrections Division through Federal and NYS case law.
- Continue the use of double celling, where possible, to control costs.
- Use of available cell space to generate revenue by housing prisoners for the US Marshals Service, US Immigration and Customs Enforcement and other NYS counties.
- 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.
- Work with area medical service providers to implement a cost-effective opioid treatment plan option for released inmates.

#### **2019 Budget Highlights**

- Maintain current spending trend while continuing to generate revenue to offset operational cost.

- Continue to work with NYS Office of Mental Health, looking for ways to improve our efficiencies with mentally ill inmates who need hospitalizations.
- Provide appropriate jail staffing in compliance with State-mandated levels for the jail and medical unit facilities.
- Comply with the provisions of the NYS 'Raise the Age' legislation governing the detention of individuals less than 18 years of age in an adult correctional facility.
- Implement Phase 2 of the Centralized Arraignment Program, providing scheduled daily arraignments and which will require the addition of 4 additional corrections officers.

Sheriff/Corrections 23010003

As of  
07/05/2018

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Corrections Major	28 BAPA	1	1	1	1
Corrections Captain	26 BAPA	1	1	1	1
Corrections Lieutenant	AFSCME	8	8	8	8
Corrections Sergeant	AFSCME	17	17	17	17
Corrections Officer *	AFSCME	151	155	159	159
Inmate Records Clerk	10 CSEA	1	1	1	1
Keyboard Specialist	8 CSEA	2	2	2	2
Clerk	6 CSEA	1	1	1	1
Laundry Worker	6 CSEA	1	1	1	1
Library Clerk	5 CSEA	1	1	1	1
Total Full-Time Positions		184	188	192	192
<u>Part-Time Positions</u>					
Chaplain	NA	2	2	2	2
Total Part-Time Positions		2	2	2	2
Total Positions		186	190	194	194

\* One position unfunded since 2012

\* Four additional positions beginning January 1, 2019 for Centralized Arraignment Program

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 23000000 Sheriff  
DIV: 01 Sheriff-Corrections

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
23000000 Sheriff					
<b>0000002 Departmental Income</b>					
5000113 SHERIFF FEES	0	0	9	0	0
5000114 SHERIFF ID FEES	8,701	7,000	5,155	8,000	8,000
5000208 RESTITUTION/REPARATION SURCHAR	8,322	8,000	4,329	7,000	7,000
5000323 OTHER LOCAL GOVERNMENTS	384,340	140,000	109,310	140,000	140,000
5000333 OTHER DEPARTMENTAL CHARGEBACK	41,764	50,000	24,833	150,000	150,000
<b>0000002 Departmental Income Totals</b>	<b>443,127</b>	<b>205,000</b>	<b>143,636</b>	<b>305,000</b>	<b>305,000</b>
<b>0000004 Licenses and Permits</b>					
5000480 PISTOL PERMITS	35,780	43,000	22,707	43,000	43,000
<b>0000004 Licenses and Permits Totals</b>	<b>35,780</b>	<b>43,000</b>	<b>22,707</b>	<b>43,000</b>	<b>43,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	62,125	0	67,868	0	0
5000534 TRANSFER FROM INSURANCE RESERV	42,423	5,058	28,823	0	0
5000546 Trust Account Inflows	309,345	0	0	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>413,893</b>	<b>5,058</b>	<b>96,691</b>	<b>0</b>	<b>0</b>
<b>0000008 State Aid</b>					
5000816 FELONY PRISONERS	29,327	27,000	11,849	27,000	27,000
<b>0000008 State Aid Totals</b>	<b>29,327</b>	<b>27,000</b>	<b>11,849</b>	<b>27,000</b>	<b>27,000</b>
<b>0000009 Federal Aid</b>					
5000922 OTHER FEDERAL AID	55,400	50,000	20,800	40,000	40,000
5000948 U. S. MARSHALL JAIL FACILITY	461,441	364,000	454,382	545,000	545,000
<b>0000009 Federal Aid Totals</b>	<b>516,841</b>	<b>414,000</b>	<b>475,182</b>	<b>585,000</b>	<b>585,000</b>
<b>Rev Total for Div: 2301</b>	<b>1,438,968</b>	<b>694,058</b>	<b>750,065</b>	<b>960,000</b>	<b>960,000</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 23000000 Sheriff  
 DIV: 01 Sheriff-Corrections

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	10,982,199	11,412,887	6,421,745	11,767,663	11,767,663
6001001 SALARIES PART-TIME	9,748	27,072	4,994	27,533	27,533
6001002 SALARIES TEMPORARY	31,881	30,674	21,187	31,680	31,680
6001003 SALARIES OVERTIME	2,068,045	2,125,000	1,559,582	2,500,000	2,300,000
6001004 SALARIES SHIFT DIFFERENTIAL	172,743	182,556	101,659	170,100	170,100
6001005 DISABILITY 207C	200,907	121,000	158,188	134,316	134,316
6001008 STAND-BY PAY	70	0	120	0	0
6001009 OTHER PERSONNEL SERVICES	33,183	38,400	800	39,200	39,200
6001012 HOLIDAY OVERTIME PAY	635,558	652,380	335,468	627,050	627,050
<b>0000010 Personnel Service Totals</b>	<b>14,134,334</b>	<b>14,589,969</b>	<b>8,603,743</b>	<b>15,297,542</b>	<b>15,097,542</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	311	800	611	925	925
6004012 OFFICE SUPPLIES	16,386	19,809	8,745	18,000	18,000
6004021 BLDG MAINTENANCE SUPPLIES	5,902	7,500	4,676	8,500	8,500
6004023 BLDG AND GROUNDS SUPPLIES	42,358	30,000	21,349	40,000	40,000
6004032 HSLD LAUNDRY & CLEANING SUPPLI	53,135	60,000	24,244	60,000	60,000
6004033 CLOTHING AND INMATE SUPPLIES	66,988	79,382	45,925	90,000	90,000
6004041 PHOTOGRAPHIC SUPPLIES	6,981	2,000	5,773	4,100	4,100
6004044 QUARTERMASTER SUPPLIES	5,953	17,500	2,640	17,500	17,500
6004045 TRAINING AND EDUCATIONAL SUPPL	32,749	30,267	16,631	35,000	35,000
6004046 GAS OIL GREASE AND DIESEL FUEL	1,788	2,848	1,403	2,700	2,700
6004048 MISC OPERATIONAL SUPPLIES	24,043	19,262	10,339	25,000	25,000
6004053 RECREATIONAL AND ACTIVITY SUPP	0	200	0	200	200
6004055 COMPUTER SOFTWARE AND SUPPLIES	80	0	40	0	0
6004061 ENVIRONMENTAL HEALTH SUPPLIES	0	1,000	0	1,000	1,000
6004062 MEDICAL LAB & CLINIC SUPPLIES	3,861	5,500	2,261	4,500	4,500
6004100 POSTAGE AND FREIGHT	34	100	14	100	100
6004105 DUES AND MEMBERSHIPS	2,900	3,450	3,000	3,350	3,350
6004106 GENERAL OFFICE EXPENSES	455	850	455	850	850
6004117 BUILDING AND GROUNDS EXPENSES	40,964	32,560	15,044	31,560	31,560
6004121 LAUNDRY AND DRY CLEANING EXPEN	11,384	20,704	6,886	12,000	12,000
6004123 MEDICAL HOSPITAL AND LAB EXPEN	2,587	4,200	2,491	4,700	4,700
6004124 INMATE EXPENSE-OTHER FACILITIE	144,910	188,000	67,427	120,000	120,000
6004125 RELIGIOUS EXPENSES	83,400	83,400	62,550	87,570	87,570
6004131 PHOTOGRAPHIC EXPENSES	750	100	0	0	0
6004136 OPERATIONAL EQUIPMENT REPAIRS	2,540	4,500	2,478	4,000	4,000
6004137 ADVERTISING AND PROMOTION EXPE	16	0	16	0	0
6004138 OTHER OPERATIONAL EXPENSES	19	10,000	0	11,000	11,000
6004139 Trust Account Outflows	272,707	0	0	0	0



REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 23000000 Sheriff  
DIV: 01 Sheriff-Corrections

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004161 TRAVEL HOTEL AND MEALS	5,215	2,500	1,885	4,750	4,750
6004162 EDUCATION AND TRAINING	1,338	2,000	965	1,500	1,500
6004165 ADVISORY BD/TRUSTEES EXPENSES	1,174	1,000	0	1,000	1,000
6004168 OTHER PERSONNEL EXPENSES	523	350	256	610	610
6004169 DAY TRIP MEAL REIMBURSEMENT	6,130	6,400	3,516	5,000	5,000
6004196 COPYING MACHINE RENTALS	5,827	10,188	6,687	10,140	10,140
6004200 PROPERTY LOSS	40,893	5,058	18,506	0	0
6004203 INSURANCE CLAIMS	1,530	0	10,317	0	0
6004402 LAB SERVICES	0	500	0	500	500
6004406 MEDICAL AND HOSPITAL SERVICES	196,934	547,929	119,360	732,000	532,000
6004411 PHYSICIAN SERVICES	9,505	9,820	5,102	9,300	9,300
6004413 OTHER HEALTH AND MEDICAL SERVI	3,198,042	4,508,611	2,359,627	3,817,746	3,817,746
6004573 OTHER FEES FOR SERVICES	167	2,000	87	200	200
6004593 OTHER GOVERNMENTS PAYMENTS	135,398	499,000	72,572	504,000	454,000
<b>0000040 Contractual Expenditures Totals</b>	<b>4,425,877</b>	<b>6,219,288</b>	<b>2,903,878</b>	<b>5,669,301</b>	<b>5,419,301</b>
<b>0000041 Chargeback Expenses</b>					
6004603 FOOD SERVICE CHARGEBACK SPECIA	111	0	0	0	0
6004609 DATA PROCESSING CHARGEBACKS	25,000	25,000	12,500	25,000	25,000
6004614 OTHER CHARGEBACK EXPENSES	35,222	59,935	0	55,000	55,000
6004625 FOOD SERVICE CHARGEBACKS	1,433,270	1,439,381	779,407	890,373	890,373
<b>0000041 Chargeback Expenses Totals</b>	<b>1,493,603</b>	<b>1,524,316</b>	<b>791,907</b>	<b>970,373</b>	<b>970,373</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	3,255	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>3,255</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	640	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>640</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	2,218,111	2,616,720	1,419,143	2,573,969	2,573,969
6008002 SOCIAL SECURITY	1,024,595	1,116,873	624,920	1,170,100	1,155,100
6008004 WORKERS COMPENSATION	416,484	413,496	206,748	426,994	426,994

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 23000000 Sheriff  
DIV: 01 Sheriff-Corrections

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008006 LIFE INSURANCE	2,680	2,795	1,676	2,850	2,850
6008007 HEALTH INSURANCE	2,039,542	2,076,430	1,205,719	2,285,968	2,285,968
6008009 RETIREE HEALTH INSURANCE	863,079	893,760	673,180	1,116,492	1,116,492
6008010 DISABILITY INSURANCE	23,624	25,138	13,998	23,172	23,172
6008013 HEALTH INS - RETIRE INCENTIVE	14,290	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>6,602,405</b>	<b>7,145,212</b>	<b>4,145,384</b>	<b>7,599,545</b>	<b>7,584,545</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	9,458	26,825	19,825	37,305	37,305
<b>0000090 Transfers Totals</b>	<b>9,458</b>	<b>26,825</b>	<b>19,825</b>	<b>37,305</b>	<b>37,305</b>
<b>Exp Total for Div: 2301</b>	<b>26,669,572</b>	<b>29,505,610</b>	<b>16,464,737</b>	<b>29,574,066</b>	<b>29,109,066</b>
<b>Total for Div: 23000000</b>	<b>-25,230,604</b>	<b>-28,811,552</b>	<b>-15,714,672</b>	<b>-28,614,066</b>	<b>-28,149,066</b>

## Sheriff

### Law Enforcement includes:

- Administration
- Highway Patrol
- Training
- Detectives Unit
- Civil Division

### Mission Statement

The Office of the Sheriff, 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:

- Fairly and impartially enforce all duly constituted laws of New York State and Broome County.
- Investigate, identify, apprehend and assist in prosecuting offenders using modern police methods and technologies.
- Respond quickly, efficiently and professionally to all reported crimes, emergencies, disasters and any other calls for service made by the public.
- 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 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 Administrative Division enforces Broome County's policies and procedures governing intake and distribution of funds on behalf of the Sheriff's Office. This includes all purchasing, accounts payable, and payroll operations for the agency. They maintain Inmate and commissary records in accordance with bookkeeping rules and regulations. The records section processes and maintains records of all incidents and accidents.

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 52% of the residents of Broome County. It serves as the primary backup for five municipal agencies within Broome County.

A vital part of the Highway Patrol Division is the Community Policing function, which provides the following services:

- School Resource Officer (SRO): During the school year, serves as active SRO to both Chenango Valley and Maine-Endwell Schools—comprising 8 different buildings spread out in different townships. The SRO spends 4-6 hours a day within any of the schools and/or in the school zone. Part of this time is spent, and will often conduct traffic enforcement in the school zone and following buses. While in the schools, the SRO will leave for BCSO and 911 calls if available. The SRO teaches various classes upon request (drug education, bullying, law/Govt. classes), and will assist at other school districts upon request (for complaints and education). The SRO spends an equal amount of time in the high school, middle school and primary schools he/she serves.

- **Community Outreach:**  
Assist with any new or existing neighborhood watch groups.  
Assist with any recruitment (patrol, corrections, civil).  
Assist with social media (Facebook, Twitter, Flick, You Tube).
- **Police Traffic Services:**  
Coordinate speed trailer locations, analyze the data from these trailers and provide to Highway Patrol.  
Manage the PTS and Motorcycle Safety Grants through the Governor’s Traffic Safety Committee (GTSC).

The Detective Division 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 Division operates the Broome County Sheriff’s Law Enforcement Academy which 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 operates under the provisions of NYS Civil Practice Law and Rules (CPLR), Family Court Act (FCA) and Real Property Law (RPL). The division is mandated to serve documents and execute all decisions handed down by the courts including, but not limited to, Sheriff’s sales, income and property executions, evictions, summons and complaints, subpoenas, orders of seizure, warrants, temporary orders of protection and personal services (juvenile neglect and abuse). Civil Division staff maintain computerized records of all actions taken for mandated reporting to the appropriate court.

### **2019 Objectives**

The Sheriff’s Office has requested the following enhancements to the 2019 Budget:

#### **Administration**

- Maintain current services.

#### **Highway Patrol**

- Continue providing effective Law Enforcement services to the residents of Broome County.

#### **Detectives Division**

- Maintain current services.
- Maintain the Sex Offender Registry and management system.
- Conduct special operations and investigations related to illegal firearms possession, prostitution, illicit and illegal narcotics and Alcoholic and beverage control laws of the State of New York.

#### Training Division

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

#### Civil Division

- Maintain current services.

### **2019 Budget Highlights**

#### Administration

- Maintain current level of services.

#### Highway Patrol

- Maintain current level of services.

#### Detective Division

- Maintain current level of services.

#### Training

- Upgrade training aides.
- Maintain current level of services.

#### Civil Division

- Maintain current level of services.

Sheriff/Civil	23020103				
Sheriff/Detectives	23020203				
Sheriff/Highway	23020303				
Sheriff/Administration	23020403		As of		
Sheriff/Training	23020503		07/06/2018		
<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2018</u>	<u>Current</u>	<u>2019</u>	<u>2019</u>
		<u>Actuals</u>	<u>Authorized</u>	<u>Requested</u>	<u>Recommended</u>
<u>Full-Time Positions</u>					
Sheriff	Elected	1	1	1	1
Undersheriff	G Admin	1	1	1	1
Deputy Sheriff Captain	28 BAPA	1	1	1	1
Chief Civil Deputy	26 Admin	1	1	1	1
Civil Deputy	19 Admin	1	1	1	1
Deputy Sheriff/Civil	19 Admin	1	1	1	1
Secretary to Sheriff	23 Admin	0	0	1	1
Secretary to Sheriff	14 Admin	1	1	0	0
Fiscal Manager	17 BAPA	1	1	1	1
Deputy Sheriff Lieutenant	BCSLEOA	1	1	1	1
Deputy Sheriff Detective Sergeant	BCSLEOA	2	2	2	2
Deputy Sheriff Sergeant	BCSLEOA	7	7	7	7
Deputy Sheriff Detective	BCSLEOA	10	10	10	10
Deputy Sheriff *	BCSLEOA	30	30	35	30
Principal Account Clerk	13 CSEA	1	1	1	1
Senior Account Clerk Typist	9 CSEA	1	1	1	1
Keyboard Specialist	8 CSEA	5	5	5	5
Total Full-Time Positions		65	65	70	65
<u>Part-Time Positions</u>					
Keyboard Specialist	8 CSEA	0	1	1	1
Evidence Technician	14 CSEA	1	1	1	1
Total Part-Time Positions		1	2	2	2
Total Positions		66	67	72	67

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 23000000 Sheriff  
DIV: 02 Sheriff-Law Enforcement

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000113 SHERIFF FEES	430,181	418,500	277,517	430,000	440,000
5000115 RECORD MONEY	2,621	2,300	1,925	2,500	2,500
5000117 OTHER PUB SAFETY DEPT INCOME	8,355	5,700	3,200	3,700	3,700
5000333 OTHER DEPARTMENTAL CHARGEBACK	16,661	25,099	10,716	20,625	20,625
5000426 MISCELLANEOUS	11	0	15	0	0
<b>0000002 Departmental Income Totals</b>	<b>457,829</b>	<b>451,599</b>	<b>293,373</b>	<b>456,825</b>	<b>466,825</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	64	0	0	0	0
5000470 VENDING MACHINE	0	0	1,660	2,700	2,700
<b>0000003 Use of Money Totals</b>	<b>64</b>	<b>0</b>	<b>1,660</b>	<b>2,700</b>	<b>2,700</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000518 SALE OF EQUIPMENT	12,316	10,000	0	10,000	10,000
<b>0000006 Sale of Prop and Comp for Loss Totals</b>	<b>12,316</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	1,436	1,500	694	1,500	1,500
5000545 CREDIT CARD REBATES	3,747	500	792	1,200	1,200
5000546 Trust Account Inflows	53,487	0	0	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>58,670</b>	<b>2,000</b>	<b>1,486</b>	<b>2,700</b>	<b>2,700</b>
<b>0000009 Federal Aid</b>					
5000990 FEMA REVENUE	0	0	15,885	0	0
<b>0000009 Federal Aid Totals</b>	<b>0</b>	<b>0</b>	<b>15,885</b>	<b>0</b>	<b>0</b>
<b>Rev Total for Div: 2302</b>	<b>528,879</b>	<b>463,599</b>	<b>312,404</b>	<b>472,225</b>	<b>482,225</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 23000000 Sheriff  
 DIV: 02 Sheriff-Law Enforcement

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	4,226,817	4,262,429	2,542,441	4,647,768	4,401,341
6001001 SALARIES PART-TIME	0	30,552	0	31,597	31,597
6001002 SALARIES TEMPORARY	114,211	19,387	102,260	19,780	19,780
6001003 SALARIES OVERTIME	269,702	334,405	196,062	325,242	316,342
6001004 SALARIES SHIFT DIFFERENTIAL	54,109	56,875	34,115	54,360	54,360
6001005 DISABILITY 207C	581	46,320	21,692	46,320	46,320
6001006 OUT OF TITLE PAY	884	0	2,103	0	0
6001008 STAND-BY PAY	49	0	0	0	0
6001009 OTHER PERSONNEL SERVICES	55,180	54,625	16,044	56,075	56,075
6001012 HOLIDAY OVERTIME PAY	44,587	55,830	25,815	75,936	75,936
<b>0000010 Personnel Service Totals</b>	<b>4,766,120</b>	<b>4,860,423</b>	<b>2,940,532</b>	<b>5,257,078</b>	<b>5,001,751</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	3,291	5,333	2,425	3,780	3,780
6004012 OFFICE SUPPLIES	18,935	21,050	11,290	22,000	21,500
6004044 QUARTERMASTER SUPPLIES	84,356	119,265	74,063	142,283	108,283
6004045 TRAINING AND EDUCATIONAL SUPPL	42,767	33,878	19,910	34,028	34,028
6004046 GAS OIL GREASE AND DIESEL FUEL	1,578	3,600	603	1,800	1,800
6004048 MISC OPERATIONAL SUPPLIES	34,410	35,162	20,448	35,250	35,250
6004053 RECREATIONAL AND ACTIVITY SUPP	4,500	6,000	3,520	6,000	6,000
6004056 COMPUTER EQUIPMENT(NON CAPITAL	0	0	0	7,051	7,051
6004061 ENVIRONMENTAL HEALTH SUPPLIES	30	0	0	0	0
6004100 POSTAGE AND FREIGHT	10,278	13,120	7,091	13,100	13,100
6004105 DUES AND MEMBERSHIPS	3,809	4,392	4,285	4,601	4,601
6004106 GENERAL OFFICE EXPENSES	653	1,000	475	900	900
6004113 WATER AND SEWAGE CHARGES	240	240	80	240	240
6004114 HEATING AND AIR COND PLANT EXP	1,677	1,300	1,667	1,800	1,800
6004115 ELECTRIC CURRENT	4,204	5,200	1,113	1,740	1,740
6004121 LAUNDRY AND DRY CLEANING EXPEN	4,036	6,276	2,906	4,540	4,540
6004123 MEDICAL HOSPITAL AND LAB EXPEN	540	600	405	1,000	1,000
6004126 RECREATIONAL AND ACTIVITY EXPE	1,650	900	800	900	900
6004136 OPERATIONAL EQUIPMENT REPAIRS	461	5,900	1,829	5,900	5,900
6004137 ADVERTISING AND PROMOTION EXPE	46	400	75	400	400
6004138 OTHER OPERATIONAL EXPENSES	3,559	9,622	1,824	6,030	6,030
6004139 Trust Account Outflows	41,890	0	0	0	0
6004160 MILEAGE AND PARKING-LOCAL	2	50	0	50	50
6004161 TRAVEL HOTEL AND MEALS	17,470	16,940	10,755	20,755	17,000
6004162 EDUCATION AND TRAINING	11,074	14,240	6,722	14,650	14,650
6004164 NON-EMPLOYEE TRAVEL HOTEL & ME	14,480	21,200	19,933	25,100	25,100
6004165 ADVISORY BD/TRUSTEES EXPENSES	1,635	1,000	1,118	1,600	1,600



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 23000000 Sheriff  
DIV: 02 Sheriff-Law Enforcement

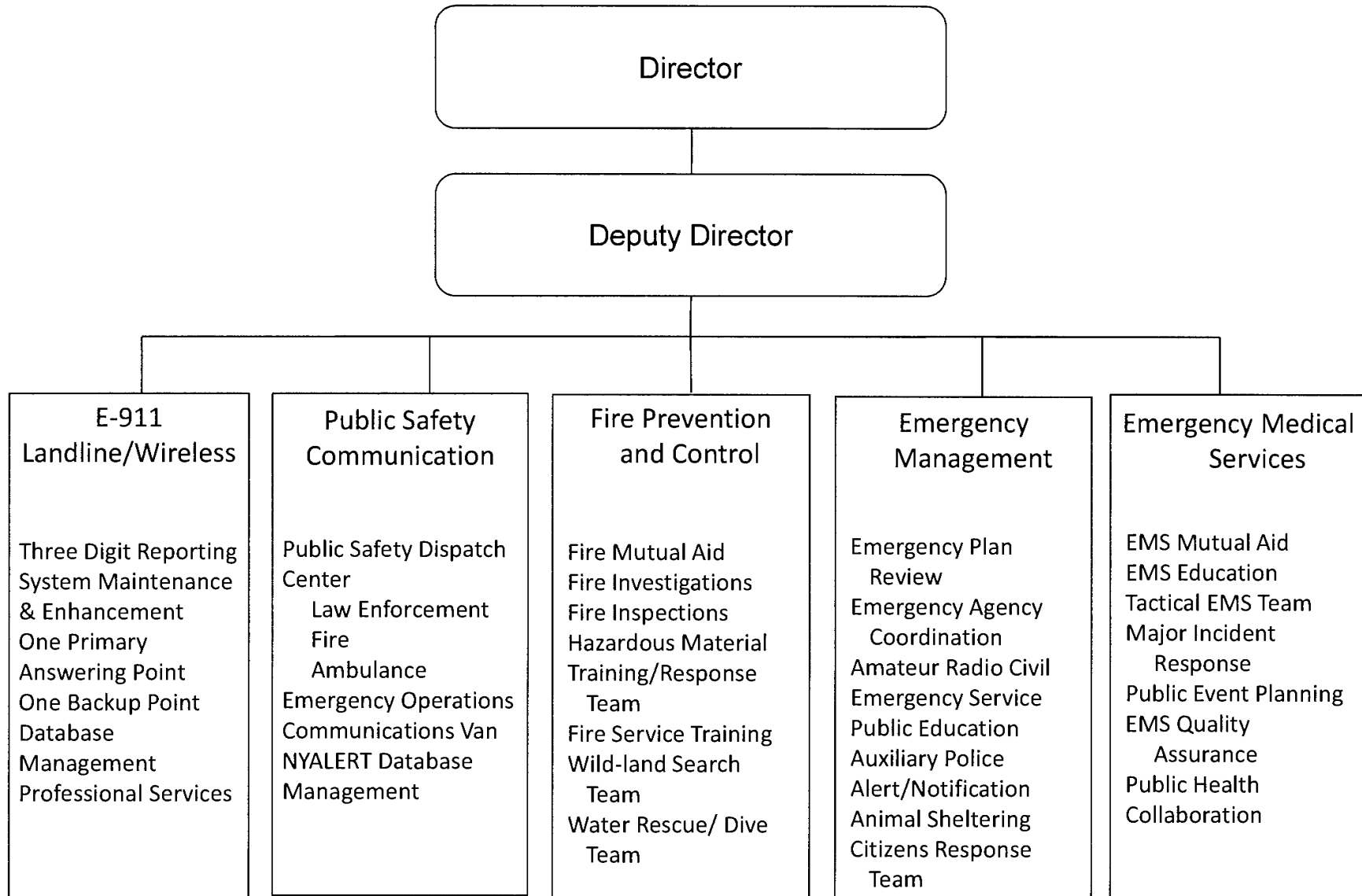
Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004168 OTHER PERSONNEL EXPENSES	376	150	246	60	60
6004169 DAY TRIP MEAL REIMBURSEMENT	1,024	1,175	188	800	800
6004196 COPYING MACHINE RENTALS	7,424	10,986	7,706	10,656	10,656
6004402 LAB SERVICES	525	1,575	700	1,050	1,050
6004406 MEDICAL AND HOSPITAL SERVICES	0	250	0	250	250
6004411 PHYSICIAN SERVICES	0	250	0	250	250
6004537 INVESTIGATIONS EXPENSES	925	3,000	1,325	2,500	2,500
6004568 VETERINARIAN SERVICES	678	3,000	769	3,000	3,000
6004573 OTHER FEES FOR SERVICES	974	2,000	1,275	2,000	2,000
6004588 INTEREST AND PENALTIES	1	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>319,498</b>	<b>349,054</b>	<b>205,546</b>	<b>376,064</b>	<b>337,809</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	168,385	220,475	110,237	189,719	189,719
6004603 FOOD SERVICE CHARGEBACK SPECIA	946	0	486	0	0
6004606 TELEPHONE BILLING ACCOUNT	14,423	15,000	7,700	14,400	14,400
6004609 DATA PROCESSING CHARGEBACKS	25,000	25,000	12,500	25,000	25,000
6004615 GASOLINE CHARGEBACK	156,083	202,500	94,938	270,000	270,000
6004616 FLEET SERVICE CHARGEBACK	157,405	164,250	164,250	166,944	166,944
6004625 FOOD SERVICE CHARGEBACKS	46	0	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>522,288</b>	<b>627,225</b>	<b>390,111</b>	<b>666,063</b>	<b>666,063</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	4,001	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>4,001</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	749	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>749</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>udget as cc</b>					
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	1,018,593	1,286,536	679,245	1,208,252	1,158,686
6008002 SOCIAL SECURITY	350,501	374,190	215,636	396,868	378,018
6008004 WORKERS COMPENSATION	145,718	141,505	70,753	135,326	135,326
6008006 LIFE INSURANCE	964	975	652	1,050	975

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 23000000 Sheriff  
DIV: 02 Sheriff-Law Enforcement

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008007 HEALTH INSURANCE	747,079	751,079	482,939	869,816	819,436
6008009 RETIREE HEALTH INSURANCE	706,802	717,012	448,906	699,688	699,688
6008010 DISABILITY INSURANCE	599	616	388	560	560
6008011 UNEMPLOYMENT INSURANCE	938	0	3,572	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	9,511	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>2,980,705</b>	<b>3,271,913</b>	<b>1,902,091</b>	<b>3,311,560</b>	<b>3,192,689</b>
<b>Exp Total for Div: 2302</b>	<b>8,593,361</b>	<b>9,108,615</b>	<b>5,438,280</b>	<b>9,610,765</b>	<b>9,198,312</b>
<b>Total for Div: 23000000</b>	<b>-8,064,482</b>	<b>-8,645,016</b>	<b>-5,125,876</b>	<b>-9,138,540</b>	<b>-8,716,087</b>
<b>Total for Dept: 23000000</b>	<b>-33,295,086</b>	<b>-37,456,568</b>	<b>-20,840,548</b>	<b>-37,752,606</b>	<b>-36,865,153</b>

# Emergency Services



## **Emergency Services OES - Operations**

### **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 is comprised of four divisions: Communications, Emergency Management, Emergency Medical Services, and Fire Prevention and Control.

Communications administers the Broome County Emergency 911 Dispatch Center and assists local agencies in planning for future communications needs. Provides command post communications support at incidents and planned events. Maintain a database for the NYALERT emergency public notification system.

Emergency Management conducts hazard vulnerability studies and maps hazards. Provide disaster planning and assistance for preparedness, response, and recovery. Coordinate alerts and warnings for river flooding, chemical spills, and response during emergencies. Administer the Animal Response Team, and Community Emergency Response Team.

Emergency Medical Services administers New York State certified emergency medical training programs. Plans delivery of adequate emergency medical services. Administers mutual aid plan among

ambulance services and coordinates medical disaster planning, and medic SWAT team.

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, county hazardous materials response team, county water rescue dive team, and county wild land search and rescue team. Conducts fire code enforcement inspections on county facilities and certain special events.

### **2019 Objectives**

- Maintain services at present delivery level or higher without significant increase in budget amounts.
- Continue management of emergency public notification system (NY Alert), review and update comprehensive emergency management plan. Design, plan and carry out required drills and exercises to test emergency plans and improve performance.
- Train, equip and recruit members for the seven volunteer teams in Emergency Services (Animal Response Team, Community Emergency Response Team, Wildland Search Team, and Tactical EMS, Technical Rescue (Rope/Dive), Hazardous Materials Team, and Critical Incident Stress Management Team).
- Build out six new radio tower sites to improve emergency communications as part of larger project to overhaul and replace the public safety communications system countywide.
- Continue to improve the staffing and efficiency deficits in the Communications Division.
- Implement EOC management tool – Disaster LAN.

**2019 Budget Highlights**

- Continue to upgrade and replace equipment in the public safety communications system.
- Maintain critical services.
- Requested two Emergency Services Dispatcher positions.
- Request one part-time Account Clerk to solve administrative overtime issues.

Emergency Services 20010003  
Operations

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 7/5/2018			
		<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of Emergency Services	E Admin	1	1	1	1
Communications Supervisor*	24 Admin	1	1	1	1
Fire Coordinator	22 Admin	1	1	1	1
Senior Emergency Services Dispatcher	18 BAPA	4	4	4	4
Emergency Services Dispatcher II	14 CSEA	38	38	40	40
Emergency Services Dispatcher I	12 CSEA				
Senior Account Clerk	9 CSEA	1	1	1	1
Total Full-Time Positions		46	46	48	48
<u>Part-Time Positions</u>					
Account Clerk	4 CSEA	0	0	1	1
Total Part-Time Positions		0	0	1	1
Total Positions		46	46	49	49

\*Transferred from 20020003 Emergency Services 911 in 2017

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 20000000 Emergency Services  
DIV: 01 Emergency Services- Emergency Mgmt

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
20000000 Emergency Services					
<b>0000002 Departmental Income</b>					
5000189 OTHER LOCAL GOVERNMENTS	26,539	41,900	14,436	44,550	44,550
<b>0000002 Departmental Income Totals</b>	26,539	41,900	14,436	44,550	44,550
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	706	0	0	0	0
5000534 TRANSFER FROM INSURANCE RESERV	138	1,072	1,072	0	0
5000545 CREDIT CARD REBATES	697	0	476	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	1,541	1,072	1,548	0	0
<b>Rev Total for Div: 2001</b>	<b>28,080</b>	<b>42,972</b>	<b>15,984</b>	<b>44,550</b>	<b>44,550</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	2,237,366	2,260,613	1,311,715	2,330,459	2,334,859
6001002 SALARIES TEMPORARY	285,492	290,458	174,959	302,494	302,494
6001003 SALARIES OVERTIME	188,939	177,147	171,095	179,594	179,594
6001004 SALARIES SHIFT DIFFERENTIAL	29,444	34,032	16,642	40,311	40,311
6001006 OUT OF TITLE PAY	3,004	3,000	1,594	1,350	1,350
6001008 STAND-BY PAY	14,272	14,000	9,091	14,600	14,600
6001009 OTHER PERSONNEL SERVICES	0	0	25	0	0
<b>0000010 Personnel Service Totals</b>	2,758,517	2,779,250	1,685,121	2,868,808	2,873,208
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	1,176	2,400	436	2,900	2,900
6004012 OFFICE SUPPLIES	2,000	2,842	216	2,342	2,342
6004022 FUEL AND HEATING SUPPLIES	0	8,000	4,563	8,000	8,000
6004030 FOOD AND BEVERAGES	0	0	0	500	500
6004041 PHOTOGRAPHIC SUPPLIES	341	5,000	1,436	4,500	4,500
6004043 ARSON INVESTIGATION SUPPLIES	3,890	6,735	4,925	6,735	6,735
6004046 GAS OIL GREASE AND DIESEL FUEL	85	0	0	0	0
6004048 MISC OPERATIONAL SUPPLIES	1,558	1,868	190	1,868	1,868
6004105 DUES AND MEMBERSHIPS	685	920	590	995	995
6004106 GENERAL OFFICE EXPENSES	5,738	1,385	0	2,885	2,885

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 20000000 Emergency Services  
 DIV: 01 Emergency Services- Emergency Mgmt

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004113 WATER AND SEWAGE CHARGES	195	0	139	200	200
6004115 ELECTRIC CURRENT	1,148	17,000	5,071	17,000	17,000
6004136 OPERATIONAL EQUIPMENT REPAIRS	4,500	2,544	2,544	2,544	2,544
6004138 OTHER OPERATIONAL EXPENSES	7,320	11,913	7,956	14,807	14,807
6004160 MILEAGE AND PARKING-LOCAL	1,154	1,000	1,035	1,000	1,000
6004161 TRAVEL HOTEL AND MEALS	1,863	1,400	2,192	1,400	1,400
6004162 EDUCATION AND TRAINING	3,292	2,000	551	2,500	2,500
6004200 PROPERTY LOSS	138	1,072	1,072	0	0
6004573 OTHER FEES FOR SERVICES	0	0	0	13,000	13,000
<b>0000040 Contractual Expenditures Totals</b>	<b>35,083</b>	<b>66,079</b>	<b>32,916</b>	<b>83,176</b>	<b>83,176</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	4,489	4,226	2,113	6,022	6,022
6004615 GASOLINE CHARGEBACK	7,821	11,250	5,504	15,000	15,000
6004616 FLEET SERVICE CHARGEBACK	19,406	20,250	20,250	20,304	20,304
6004626 TRANSPORTATION SERVICES CHARGE	0	0	0	12,554	12,554
<b>0000041 Chargeback Expenses Totals</b>	<b>31,716</b>	<b>35,726</b>	<b>27,867</b>	<b>53,880</b>	<b>53,880</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	393,658	446,937	254,221	444,490	445,227
6008002 SOCIAL SECURITY	203,539	214,619	122,310	217,021	217,358
6008004 WORKERS COMPENSATION	23,697	39,408	19,704	40,864	40,864
6008006 LIFE INSURANCE	678	1,095	444	1,140	1,140
6008007 HEALTH INSURANCE	431,775	418,329	266,709	475,876	475,876
6008009 RETIREE HEALTH INSURANCE	60,662	60,443	35,114	52,414	52,414
6008010 DISABILITY INSURANCE	3,151	5,901	1,923	5,763	5,763
6008011 UNEMPLOYMENT INSURANCE	12,426	0	3,290	0	0
<b>0000080 Employee Benefits Totals</b>	<b>1,129,586</b>	<b>1,186,732</b>	<b>703,715</b>	<b>1,237,568</b>	<b>1,238,642</b>
<b>Exp Total for Div: 2001</b>	<b>3,954,902</b>	<b>4,067,787</b>	<b>2,449,619</b>	<b>4,243,432</b>	<b>4,248,906</b>
<b>Total for Div: 20000000</b>	<b>-3,926,822</b>	<b>-4,024,815</b>	<b>-2,433,635</b>	<b>-4,198,882</b>	<b>-4,204,356</b>



## **Emergency Services**

### **E-911**

#### **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 E-911 wireless surcharge. These surcharges provide revenue for the operation and maintenance of the system and enables enhancement of the communications system.

#### **2019 Objectives**

- Request proposals for furniture replacement.
- Expand mobile computer terminals to rest of law enforcement, all EMS, and some fire vehicles.
- Cover recurring expenses with in the 911 center.
- Implement efficiencies within the 911 center.

#### **2019 Budget Highlights**

- Increase revenue by collecting pre-paid wireless surcharge.
- Maintain services to public safety agencies and the public who relies on this critical service.

- Improve communications systems to enhance first responder safety and to provide needed interoperability between agencies.
- Improve efficiency in the communications system.

Emergency Services 20020003  
911

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Senior Emergency Services Dispatcher	18 BAPA	2	3	3	3
Total Full-Time Positions		2	3	3	3
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		2	3	3	3

\*Transferred to Operations 20010003 in 2017

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 20000000 Emergency Services  
DIV: 02 Emergency Svcs-911 Comm

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000007 Misc Interfund Revenues</b>					
5000535 911 SURCHARGE - LANDLINE	275,823	296,881	128,883	272,493	272,493
<b>0000007 Misc Interfund Revenues Totals</b>	<b>275,823</b>	<b>296,881</b>	<b>128,883</b>	<b>272,493</b>	<b>272,493</b>
<b>Rev Total for Div: 2002</b>	<b>275,823</b>	<b>296,881</b>	<b>128,883</b>	<b>272,493</b>	<b>272,493</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	111,734	169,198	95,763	176,338	176,338
6001003 SALARIES OVERTIME	19,758	0	12,850	0	0
6001004 SALARIES SHIFT DIFFERENTIAL	1,995	0	1,612	0	0
6001008 STAND-BY PAY	1,558	0	999	0	0
<b>0000010 Personnel Service Totals</b>	<b>135,045</b>	<b>169,198</b>	<b>111,224</b>	<b>176,338</b>	<b>176,338</b>
<b>0000040 Contractual Expenditures</b>					
6004138 OTHER OPERATIONAL EXPENSES	87,707	117,256	89,100	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>87,707</b>	<b>117,256</b>	<b>89,100</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	21,166	30,489	19,014	31,141	31,141
6008002 SOCIAL SECURITY	9,608	12,943	7,883	13,490	13,490
6008006 LIFE INSURANCE	28	45	27	45	45
6008007 HEALTH INSURANCE	30,737	48,850	28,171	51,479	51,479
6008010 DISABILITY INSURANCE	0	0	3	0	0
<b>0000080 Employee Benefits Totals</b>	<b>61,539</b>	<b>92,327</b>	<b>55,098</b>	<b>96,155</b>	<b>96,155</b>
<b>Exp Total for Div: 2002</b>	<b>284,291</b>	<b>378,781</b>	<b>255,422</b>	<b>272,493</b>	<b>272,493</b>
<b>Total for Div: 20000000</b>	<b>-8,468</b>	<b>-81,900</b>	<b>-126,539</b>	<b>0</b>	<b>0</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 20000000 Emergency Services  
 DIV: 03 Emergency Services-911 Wireless

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000007 Misc Interfund Revenues</b>					
5000541 911 SURCHARGE - WIRELESS	369,018	467,311	265,375	520,000	520,000
5000561 TRANSFER FROM RESERVE FUND	0	0	0	49,528	49,528
<b>0000007 Misc Interfund Revenues Totals</b>	<b>369,018</b>	<b>467,311</b>	<b>265,375</b>	<b>569,528</b>	<b>569,528</b>
<b>Rev Total for Div: 2003</b>	<b>369,018</b>	<b>467,311</b>	<b>265,375</b>	<b>569,528</b>	<b>569,528</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	753	305	0	305	305
6004012 OFFICE SUPPLIES	10,809	10,420	0	10,420	10,420
6004045 TRAINING AND EDUCATIONAL SUPPL	0	600	0	600	600
6004046 GAS OIL GREASE AND DIESEL FUEL	560	1,700	0	1,700	1,700
6004048 MISC OPERATIONAL SUPPLIES	3,605	6,271	3,146	6,050	6,050
6004101 TELEPHONE	4,176	10,000	8,428	46,800	46,800
6004105 DUES AND MEMBERSHIPS	0	700	0	800	800
6004106 GENERAL OFFICE EXPENSES	1,743	1,500	965	1,800	1,800
6004115 ELECTRIC CURRENT	318	0	0	0	0
6004138 OTHER OPERATIONAL EXPENSES	164,956	283,348	187,093	330,662	330,662
6004161 TRAVEL HOTEL AND MEALS	4,292	13,212	4,229	13,212	13,212
6004162 EDUCATION AND TRAINING	8,826	16,536	6,645	16,496	16,496
6004196 COPYING MACHINE RENTALS	5,314	7,400	3,927	6,000	6,000
6004570 INSTRUCTOR SERVICES	36	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>205,388</b>	<b>351,992</b>	<b>214,433</b>	<b>434,845</b>	<b>434,845</b>
<b>0000041 Chargeback Expenses</b>					
6004609 DATA PROCESSING CHARGEBACKS	87,939	63,683	31,842	74,683	74,683
6004621 BUILDING AND LAND RENTAL CHARG	15,000	15,000	0	15,000	15,000
<b>0000041 Chargeback Expenses Totals</b>	<b>102,939</b>	<b>78,683</b>	<b>31,842</b>	<b>89,683</b>	<b>89,683</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,753	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,753</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 20000000 Emergency Services  
DIV: 03 Emergency Services-911 Wireless

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000070 Interest on Indebtedness					
6007005 INTEREST ON CAPITAL LEASE	720	0	0	0	0
0000070 Interest on Indebtedness Totals	720	0	0	0	0
0000090 Transfers					
6009002 TRANSFER TO GRANT FUND	45,000	45,000	45,000	45,000	45,000
0000090 Transfers Totals	45,000	45,000	45,000	45,000	45,000
Exp Total for Div: 2003	355,800	475,675	291,275	569,528	569,528
Total for Div: 20000000	13,218	-8,364	-25,900	0	0

## **EMERGENCY SERVICES**

### **Emergency Medical Training**

#### 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 Broome County.

#### Description

Provides education and training for members of EMS agencies throughout Broome County by operating as an official New York State EMS course sponsoring agency, offering programs at the Certified First Responder, Emergency Medical Technician, and Advanced Emergency Medical Technician-Critical Care levels. In addition, the EMS Division provides and assists in the provision of continuing education programs for in-service EMS personnel;

Provides operational assistance and support to EMS agencies, including a 24-hour emergency response capability for assistance and coordination at the scenes of major emergencies, specialized resources such as an Emergency Medical Support trailer for response to multiple casualty incidents, and a specialized team of "tactical" EMS personnel to support law enforcement SWAT operations.

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 works 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.

### **2019 Objectives**

To sustain and reinforce the Emergency Medical Services System of 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 Community College, Binghamton University, United Health Services, and Lourdes Hospital. These programs will function as a reliable and readily-accessible source of training for those individuals who are already members/employees of volunteer and career EMS agencies, as well as a means for recruiting new individuals into the field, and thus into 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 of access to all of our courses to those who seek CME opportunities for recertification purposes.

### **2019 Budget Highlights**

As the result of a critical shortage of state-certified EMS instructor-coordinators (CICs), it was requested to increase the EMS Officer position from half-time to full-time. The EMS Officer is required to be a CIC, and will be responsible to function as the CIC for two of the seven original EMT courses held per year, while continuing to supervise the other (contracted) instructors, and to substitute in the case of their absences, as is currently the case. This will compensate for the shortage of instructors, assuring the ability of the program to meet the sustained high-demand for EMT education, and the continued high-quality of the programming delivered.

Emergency Services 20040003  
 Emergency Medical Training

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Emergency Medical Services Coordinator	22 Admin	1	1	1	1
Emergency Medical Services Officer	11 CSEA	0	0	1	1
Keyboard Specialist	8 CSEA	1	1	1	1
Total Full-Time Positions		2	2	3	3
<u>Part-Time Positions</u>					
Emergency Medical Services Officer	11 CSEA	1	1	0	0
Total Part-Time Positions		1	1	0	0
Total Positions		3	3	3	3

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 20000000 Emergency Services  
 DIV: 04 EMS - Emergency Medical Training

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000112 STUDENT TUITION, PT DAY	87,872	109,335	33,280	90,000	90,000
5000193 SALE OF TRAINING BOOKS	2,900	2,885	286	2,990	2,990
<b>0000002 Departmental Income Totals</b>	<b>90,772</b>	<b>112,220</b>	<b>33,566</b>	<b>92,990</b>	<b>92,990</b>
<b>0000008 State Aid</b>					
5000823 VOLUNTEER TRAINING	60,100	78,885	45,355	62,000	62,000
<b>0000008 State Aid Totals</b>	<b>60,100</b>	<b>78,885</b>	<b>45,355</b>	<b>62,000</b>	<b>62,000</b>
<b>Rev Total for Div: 2004</b>	<b>150,872</b>	<b>191,105</b>	<b>78,921</b>	<b>154,990</b>	<b>154,990</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	94,837	95,639	56,791	134,693	135,859
6001001 SALARIES PART-TIME	18,298	18,430	11,297	0	0
6001003 SALARIES OVERTIME	5,910	0	8,376	0	0
<b>0000010 Personnel Service Totals</b>	<b>119,045</b>	<b>114,069</b>	<b>76,464</b>	<b>134,693</b>	<b>135,859</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	0	100	0	100	100
6004012 OFFICE SUPPLIES	2,393	3,000	1,775	3,000	3,000
6004045 TRAINING AND EDUCATIONAL SUPPL	8,915	14,277	6,211	12,549	12,549
6004048 MISC OPERATIONAL SUPPLIES	0	500	9	500	500
6004100 POSTAGE AND FREIGHT	95	150	64	150	150
6004105 DUES AND MEMBERSHIPS	90	90	0	90	90
6004136 OPERATIONAL EQUIPMENT REPAIRS	0	300	0	300	300
6004160 MILEAGE AND PARKING-LOCAL	25	161	0	414	414
6004161 TRAVEL HOTEL AND MEALS	464	600	0	660	660
6004162 EDUCATION AND TRAINING	259	780	100	780	780
6004570 INSTRUCTOR SERVICES	79,835	94,000	39,346	83,644	83,644
<b>0000040 Contractual Expenditures Totals</b>	<b>92,076</b>	<b>113,958</b>	<b>47,505</b>	<b>102,187</b>	<b>102,187</b>



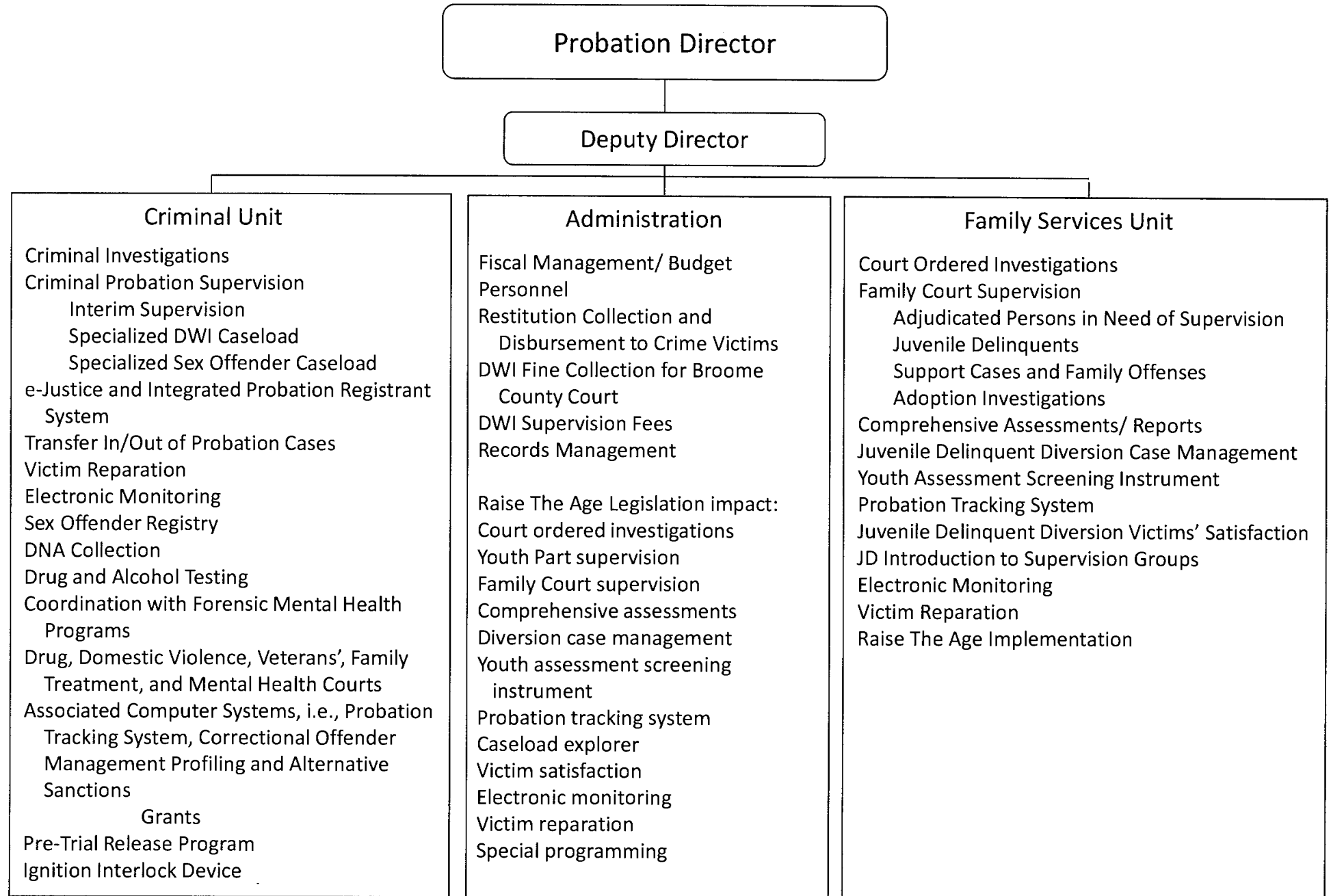
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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 20000000 Emergency Services  
DIV: 04 EMS - Emergency Medical Training

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000041 Chargeback Expenses</b>					
6004614 OTHER CHARGEBACK EXPENSES	1,190	1,320	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>1,190</b>	<b>1,320</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	18,243	19,973	12,742	22,626	22,832
6008002 SOCIAL SECURITY	8,376	8,726	5,501	10,304	10,393
6008006 LIFE INSURANCE	37	45	25	45	45
6008007 HEALTH INSURANCE	34,757	37,786	16,058	30,088	30,088
6008010 DISABILITY INSURANCE	130	176	82	160	160
<b>0000080 Employee Benefits Totals</b>	<b>61,543</b>	<b>66,706</b>	<b>34,408</b>	<b>63,223</b>	<b>63,518</b>
<b>Exp Total for Div: 2004</b>	<b>273,854</b>	<b>296,053</b>	<b>158,377</b>	<b>300,103</b>	<b>301,564</b>
<b>Total for Div: 20000000</b>	<b>-122,982</b>	<b>-104,948</b>	<b>-79,456</b>	<b>-145,113</b>	<b>-146,574</b>
<b>Total for Dept: 20000000</b>	<b>-4,045,054</b>	<b>-4,220,027</b>	<b>-2,665,530</b>	<b>-4,343,995</b>	<b>-4,350,930</b>

# Probation



## Probation

### Mission Statement

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

### Description

The Criminal Division supervises all adults (age 17 and above) (18 and above effective 10/1/19) placed on probation by the criminal courts in Broome County. This division provides pre-sentence/pre-plea investigations as ordered by the courts in Broome County, regardless of disposition. The Criminal Division also provides pre-trial release services as an alternative to incarceration, and thus decreases potential jail days.

The Family Services Division provides pre-dispositional investigations for the Family Courts Persons in Need of Supervision (PINS) complaints and juvenile delinquency (JD) complaints. We also provide supervision for all adjudicated PINS and JD cases and provide JD Diversion services. Probation works closely with Social Services, the Youth Bureau, law enforcement and the County Attorney Department to provide needed services to our youth. The goal is to divert youth from entering Family Court, and avoid costly detention and out of home placements.

### 2019 Objectives

- Attempt to manage caseloads with increasingly serious and violent offenders being placed on probation. The number of JD and Adult offenders placed on probation continues to increase and therefore caseload sizes grow. Many causes such as serious substance abuse, mental illness, and general aggressive tendencies make for a more volatile probationer. For 2019, we have requested three additional probation officer positions and a supervisor to prepare for the New York State Raise the Age Law; effective October, 2018. We anticipate more offenders to be sentenced to probation and therefore have asked for funding for additional staff. A fourth Family Court Judge position has been added which adds to the number of cases.
- To manage un-funded New York State mandates, including DNA specimen collection, Sex Offender Registration, and YASI and COMPAS. Probation is also involved with Drug Court, Domestic Violence Court, Veteran's Court and Family Court.
- To continue to use and expand electronic monitoring as an alternative to costly detention and incarceration for juveniles and adults, as we have combined these units in the budget. Courts have been placing more offenders on probation with the added condition of electronic monitoring.
- To continue to work with the STOP-DWI program in an attempt to change the behavior of the DWI offender.

### 2019 Budget Highlights

- Requesting the addition of four Probation Officer staff positions and a supervisor to comply with the Raise the Age Law and deal with our ever-increasing caseloads.
- It is anticipated that New York State aid reimbursement rate for eligible probation expenses will remain flat.

Probation 21010003

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Probation Director III	G Admin	1	1	1	1
Deputy Probation Director III	D Admin	1	1	1	1
Probation Supervisor*	21 BAPA	5	5	6	6
Senior Probation Officer	19 CSEA	6	6	6	6
Probation Officer/Trainee**	17/16 CSEA	24	25	29	29
Principal Account Clerk	13 CSEA	1	1	1	1
Secretary	13 CSEA	1	1	1	1
Keyboard Specialist	8 CSEA	3	3	3	3
Account Clerk	7 CSEA	2	2	2	2
Total Full-Time Positions		44	45	50	50
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		44	45	50	50

\* One additional position funded for 1/2 year 2019 for Raise the Age

\*\* Two additional positions funded full year 2019, one position funded 1/2 year 2019, one position funded 12/9/19 for Raise the Age

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 21000000 Probation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000208 RESTITUTION/REPARATION SURCHAR	13,414	16,777	8,363	13,957	13,957
5000333 OTHER DEPARTMENTAL CHARGEBACK	33,146	25,000	0	25,000	25,000
<b>0000002 Departmental Income Total</b>	<u>46,560</u>	<u>41,777</u>	<u>8,363</u>	<u>38,957</u>	<u>38,957</u>
<b>0000007 Misc Interfund Revenues</b>					
5000545 CREDIT CARD REBATES	65	0	74	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<u>65</u>	<u>0</u>	<u>74</u>	<u>0</u>	<u>0</u>
<b>0000008 State Aid</b>					
5000814 PROBATION SERVICES	432,321	432,321	108,080	432,321	432,321
5000835 STATE AID	0	27,838	0	381,674	381,674
<b>0000008 State Aid Total</b>	<u>432,321</u>	<u>460,159</u>	<u>108,080</u>	<u>813,995</u>	<u>813,995</u>
<b>0000009 Federal Aid</b>					
5000946 FEDERAL AID - OTHER	8,458	8,458	4,229	8,458	8,458
<b>0000009 Federal Aid Total</b>	<u>8,458</u>	<u>8,458</u>	<u>4,229</u>	<u>8,458</u>	<u>8,458</u>
<b>Rev Totals for Dept: 21000000</b>	<u>487,404</u>	<u>510,394</u>	<u>120,746</u>	<u>861,410</u>	<u>861,410</u>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	2,095,308	2,262,564	1,261,435	2,409,549	2,412,405
6001002 SALARIES TEMPORARY	7,314	0	14,920	0	0
<b>0000010 Personnel Service Totals</b>	<u>2,102,622</u>	<u>2,262,564</u>	<u>1,276,355</u>	<u>2,409,549</u>	<u>2,412,405</u>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	4,540	4,000	2,251	5,000	5,000
6004046 GAS OIL GREASE AND DIESEL FUEL	0	75	0	75	75
6004048 MISC OPERATIONAL SUPPLIES	8,047	25,650	16,366	27,750	27,750

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 21000000 Probation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004105 DUES AND MEMBERSHIPS	750	750	750	1,300	1,300
6004106 GENERAL OFFICE EXPENSES	36	1,700	0	1,800	1,800
6004136 OPERATIONAL EQUIPMENT REPAIRS	0	200	0	200	200
6004138 OTHER OPERATIONAL EXPENSES	887	300	302	450	450
6004146 SUBCONTRACTED PROGRAM EXPENSE	38,752	55,000	11,405	80,000	75,000
6004160 MILEAGE AND PARKING-LOCAL	831	3,000	531	3,000	3,000
6004161 TRAVEL HOTEL AND MEALS	10,720	6,000	2,327	8,500	7,500
6004162 EDUCATION AND TRAINING	212	700	480	750	750
6004169 DAY TRIP MEAL REIMBURSEMENT	40	300	0	400	400
6004196 COPYING MACHINE RENTALS	4,859	7,900	3,797	7,900	7,900
6004573 OTHER FEES FOR SERVICES	3,169	4,000	1,951	40,000	40,000
<b>0000040 Contractual Expenditures Totals</b>	<b>72,843</b>	<b>109,575</b>	<b>40,160</b>	<b>177,125</b>	<b>171,125</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	20,285	15,662	7,831	4,625	4,625
6004615 GASOLINE CHARGEBACK	2,557	2,925	1,763	4,500	4,500
6004616 FLEET SERVICE CHARGEBACK	8,625	9,000	9,000	9,024	9,024
6004626 TRANSPORTATION SERVICES CHARGE	12,360	12,348	12,348	13,474	13,474
<b>0000041 Chargeback Expenses Totals</b>	<b>43,827</b>	<b>39,935</b>	<b>30,942</b>	<b>31,623</b>	<b>31,623</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,152	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,152</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	231	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>231</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	310,286	377,056	197,193	385,625	386,129
6008002 SOCIAL SECURITY	151,089	173,086	91,096	184,280	184,498
6008004 WORKERS COMPENSATION	10,842	14,276	5,724	12,283	12,283
6008006 LIFE INSURANCE	606	675	420	736	736
6008007 HEALTH INSURANCE	410,621	500,821	250,975	500,181	500,181
6008009 RETIREE HEALTH INSURANCE	400,592	421,500	299,969	490,413	490,413

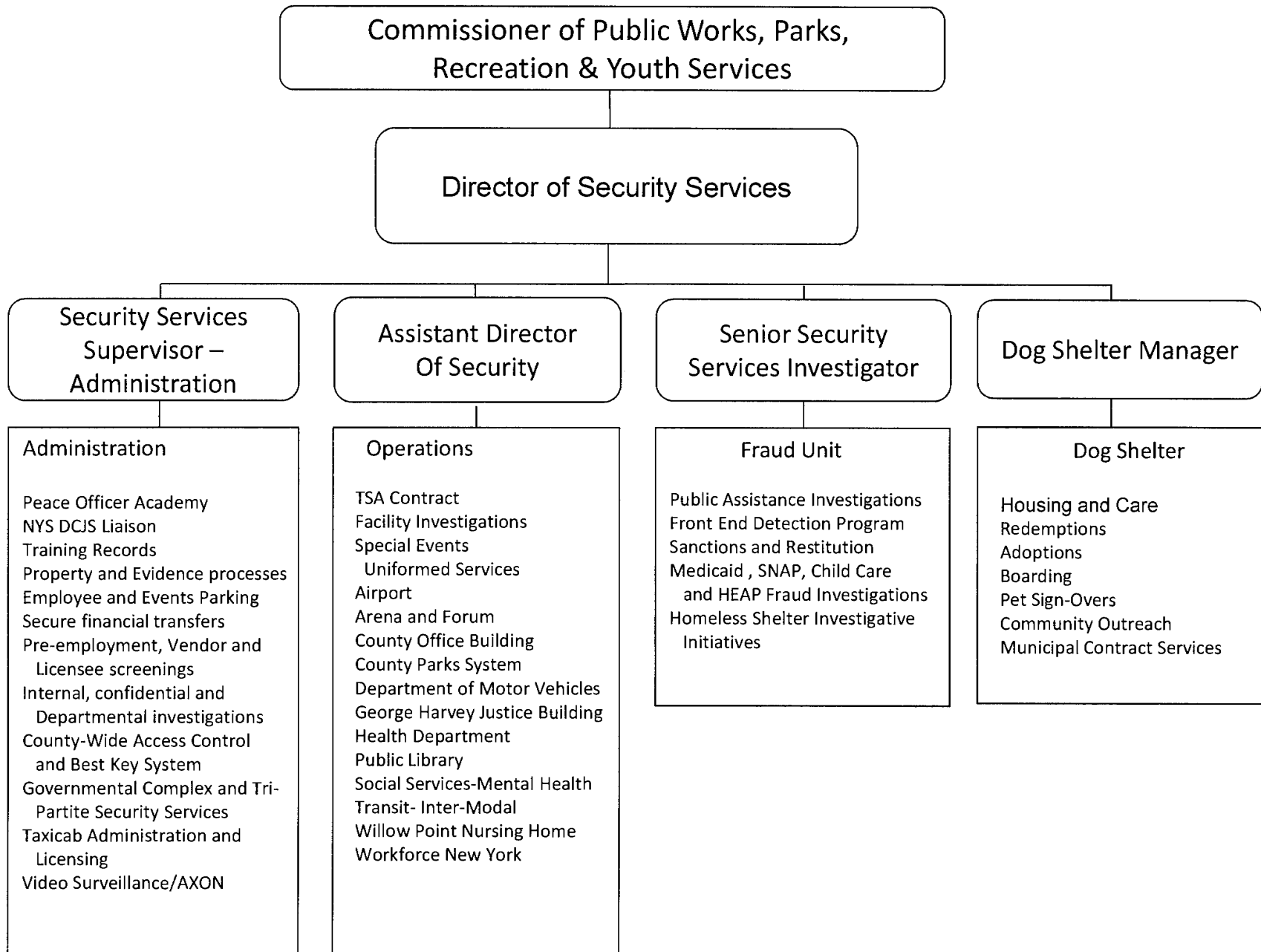
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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 21000000 Probation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008010 DISABILITY INSURANCE	2,765	3,260	1,754	3,349	3,349
6008013 HEALTH INS - RETIRE INCENTIVE	12,233	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>1,299,034</b>	<b>1,490,674</b>	<b>847,131</b>	<b>1,576,867</b>	<b>1,577,589</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	108,898	114,656	84,178	103,925	103,925
<b>0000090 Transfers Totals</b>	<b>108,898</b>	<b>114,656</b>	<b>84,178</b>	<b>103,925</b>	<b>103,925</b>
<b>Exp Totals for Dept: 21000000</b>	<b>3,628,607</b>	<b>4,017,404</b>	<b>2,278,766</b>	<b>4,299,089</b>	<b>4,296,667</b>
<b>Total for Dept: 21000000</b>	<b>-3,141,203</b>	<b>-3,507,010</b>	<b>-2,158,020</b>	<b>-3,437,679</b>	<b>-3,435,257</b>

# Security Services





## Public Works, Parks, Recreation & Youth Services Security Services

### 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 four 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 and found property, 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, County Office Building, Landfill, Willow Point Nursing Home. The Case Integrity Unit conducts welfare fraud and internal investigations for the Department of Social Services. The Broome County Dog Shelter provides contracted dog shelter services for eleven towns and the City of Binghamton.

### 2019 Objectives

- Maintain a professional and safe environment for employees and visitors within County facilities through an effective and efficient deployment of Security personnel and resources.
- Investigate recipient fraud in the Social Services benefit programs with a focus on Front End Detection System (FEDS), Safety Net and emergency housing programs.
- Transition Welfare Fraud investigative records to Onbase, utilize computers in the field, reducing paper, increasing efficiency, and capabilities.
- Continue administrative and enforcement of taxi cab regulations, continue integration with UBER/LYFT.
- Continuation of fundraising efforts at the Dog Shelter through community outreach programs, increasing adoptions, and reducing hold times.

### 2019 Budget Highlights

- Continuation of Public Assistance fraud efforts resulting in cost avoidance savings to Department of Social Services.
- Maintain a safe, family friendly environment for visitors to the Broome County Parks, Floyd L. Maines Veterans Arena, Forum, Intermodal, and numerous special events.
- Enhance shared services between Security and the Office of Emergency Services for emergency management incident and event planning.
- Maintain technology and infrastructure resources with AXON, TASER, BEAST, PELCO, and BEST Access System.

Public Works, Parks, Recreation & Youth Services 22000203,22000103  
 Security/Dog Shelter

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 7/5/2018			
		2017 Actuals	Current Authorized	2019 Requested	2019 Recommended
<u>Full-Time Positions</u>					
Director of Security	F Admin	1	1	1	1
Assistant Director of Security	23 Admin	1	1	1	1
Supervising Fraud Investigator *	23 BAPA	1	1	1	1
Security Supervisor	18 BAPA	6	6	6	6
Dog Shelter Manager	17 BAPA	1	1	1	1
Senior Security Svcs Investigator	20 CSEA	1	1	2	2
Security Services Investigator	17 CSEA	6	6	5	5
Senior Social Services Examiner	13 CSEA	1	1	1	1
Security Officer II **	12 CSEA	16	16	17	16
Security Officer II /Emergency Management Assistant	12 CSEA	0	0	1	1
Social Services Examiner	11 CSEA	1	1	1	1
Senior Kennel Person	9 CSEA	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1
Kennel Person	7 CSEA	1	1	1	1
Security Officer	7 CSEA	1	0	0	0
Total Full-Time Positions		39	38	40	39
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		39	38	40	39

\* One position unfunded since 2013

\*\* One position abolished in 2018

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 22000000 Security

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000187 REIMBURSEMENT - ANIMAL SHELTER	174,738	177,536	88,768	180,376	180,376
5000217 EVENTS - BASEMENT PARKING	40,996	50,000	32,273	55,000	55,000
5000223 TIPPING FEES	1,545	0	0	0	0
5000225 DISPOSAL FEES	450	0	0	0	0
5000226 SHELTER REVENUE	95,407	115,000	65,536	115,000	115,000
5000230 SECURITY SERVICES - OUTSIDE US	10,452	15,000	3,168	40,000	40,000
5000242 TAXI CAB INSPECTIONS	4,035	5,000	2,125	5,000	5,000
5000308 SECURITY SERVICES	1,930,401	2,075,131	1,026,951	2,222,813	2,173,935
5000333 OTHER DEPARTMENTAL CHARGEBACK	24,611	23,329	433	23,329	23,329
5000426 MISCELLANEOUS	26,891	0	0	0	0
<b>0000002 Departmental Income Total</b>	<b>2,309,526</b>	<b>2,460,996</b>	<b>1,219,254</b>	<b>2,641,518</b>	<b>2,592,640</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	248	100	575	100	100
5000463 PARKING LOT	1,775	2,000	830	2,000	2,000
5000464 PARKING PLAZA	58,765	58,000	39,460	63,000	63,000
<b>0000003 Use of Money Total</b>	<b>60,788</b>	<b>60,100</b>	<b>40,865</b>	<b>65,100</b>	<b>65,100</b>
<b>0000004 Licenses and Permits</b>					
5000482 TAXI CAB LICENSES	44,630	55,500	29,980	55,500	55,500
<b>0000004 Licenses and Permits Total</b>	<b>44,630</b>	<b>55,500</b>	<b>29,980</b>	<b>55,500</b>	<b>55,500</b>
<b>0000007 Misc Interfund Revenues</b>					
5000533 UNCLASSIFIED REVENUES	26,027	30,000	32,718	30,000	30,000
5000534 TRANSFER FROM INSURANCE RESERV	147	1,703	1,703	0	0
5000536 PAYMENTS PENALTIES	0	0	120	0	0
5000545 CREDIT CARD REBATES	252	0	72	0	0
5000546 Trust Account Inflows	42,942	0	0	0	0
5000561 TRANSFER FROM RESERVE FUND	0	68,489	68,489	73,824	73,824
<b>0000007 Misc Interfund Revenues Total</b>	<b>69,368</b>	<b>100,192</b>	<b>103,102</b>	<b>103,824</b>	<b>103,824</b>
<b>0000009 Federal Aid</b>					
5000907 PUBLIC SAFETY GRANTS - FEDERAL	72,863	72,000	25,006	72,000	72,000

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
 DEPT: 22000000 Security

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000009 Federal Aid Total	72,863	72,000	25,006	72,000	72,000
<b>Rev Totals for Dept: 22000000</b>	<b>2,557,175</b>	<b>2,748,788</b>	<b>1,418,207</b>	<b>2,937,942</b>	<b>2,889,064</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	1,578,787	1,700,311	965,717	1,824,170	1,787,083
6001002 SALARIES TEMPORARY	526,860	482,814	377,747	508,714	508,714
6001003 SALARIES OVERTIME	94,813	91,000	72,095	92,000	92,000
6001004 SALARIES SHIFT DIFFERENTIAL	13,893	16,200	9,040	16,200	16,200
6001008 STAND-BY PAY	7,983	8,500	4,893	8,500	8,500
6001009 OTHER PERSONNEL SERVICES	5,192	5,000	3,077	5,000	5,000
<b>0000010 Personnel Service Totals</b>	<b>2,227,528</b>	<b>2,303,825</b>	<b>1,432,569</b>	<b>2,454,584</b>	<b>2,417,497</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	814	500	0	500	500
6004012 OFFICE SUPPLIES	6,386	5,700	2,336	5,700	5,700
6004021 BLDG MAINTENANCE SUPPLIES	490	500	0	500	500
6004022 FUEL AND HEATING SUPPLIES	5,556	7,000	3,895	6,500	6,500
6004023 BLDG AND GROUNDS SUPPLIES	121	1,500	158	500	500
6004030 FOOD AND BEVERAGES	1,697	600	1,776	1,000	1,000
6004041 PHOTOGRAPHIC SUPPLIES	0	200	0	200	200
6004046 GAS OIL GREASE AND DIESEL FUEL	68	0	148	0	0
6004047 TIRES AND TUBES	500	0	0	0	0
6004048 MISC OPERATIONAL SUPPLIES	37,393	81,213	58,312	49,000	49,000
6004050 ANIMAL FOOD	0	1,000	0	1,000	1,000
6004052 UNIFORMS	18,972	16,438	11,941	18,400	18,400
6004054 SAFETY SUPPLIES	2,433	1,500	949	1,500	1,500
6004055 COMPUTER SOFTWARE AND SUPPLIES	1,864	5,000	7,674	7,280	7,280
6004056 COMPUTER EQUIPMENT (NON CAPITAL)	1,259	0	0	22,000	22,000
6004100 POSTAGE AND FREIGHT	56	0	0	0	0
6004113 WATER AND SEWAGE CHARGES	5,140	5,500	2,347	5,500	5,500
6004115 ELECTRIC CURRENT	4,089	4,500	3,082	4,500	4,500
6004117 BUILDING AND GROUNDS EXPENSES	4,360	3,500	2,122	4,500	4,500
6004130 MOTOR EQUIP REPAIRS AND MAINT	2,568	0	0	0	0
6004138 OTHER OPERATIONAL EXPENSES	25,366	30,811	6,723	58,934	25,500
6004139 Trust Account Outflows	49,828	0	0	0	0

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 22000000 Security

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004161 TRAVEL HOTEL AND MEALS	1,674	1,500	1,154	1,500	1,500
6004162 EDUCATION AND TRAINING	50	1,000	50	1,000	1,000
6004196 COPYING MACHINE RENTALS	3,595	4,098	2,990	4,030	4,030
6004200 PROPERTY LOSS	147	1,703	1,703	0	0
6004402 LAB SERVICES	6,045	8,000	3,140	8,000	8,000
6004568 VETERINARIAN SERVICES	29,276	35,000	13,416	35,000	35,000
<b>0000040 Contractual Expenditures Totals</b>	<b>209,747</b>	<b>216,763</b>	<b>123,916</b>	<b>237,044</b>	<b>203,610</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	12,294	10,931	5,465	14,507	14,507
6004606 TELEPHONE BILLING ACCOUNT	892	526	512	668	668
6004609 DATA PROCESSING CHARGEBACKS	6,658	6,807	3,404	5,711	5,711
6004610 PERSONNEL SERVICES CHARGEBACKS	23,329	23,329	0	28,507	28,507
6004614 OTHER CHARGEBACK EXPENSES	127	313	598	472	472
6004615 GASOLINE CHARGEBACK	20,858	27,000	11,886	36,000	36,000
6004616 FLEET SERVICE CHARGEBACK	40,968	31,522	42,750	42,864	42,864
6004617 DUPLICATING/PRINTING CHARGEBACK	228	742	794	830	830
6004618 OFFICE SUPPLIES CHARGEBACK	227	275	181	292	292
6004619 BUILDING SERVICE CHARGEBACK	1,883	6,000	2,973	2,000	2,000
6004626 TRANSPORTATION SERVICES CHARGE	49,440	62,506	51,278	31,923	31,923
<b>0000041 Chargeback Expenses Totals</b>	<b>156,904</b>	<b>169,951</b>	<b>119,841</b>	<b>163,774</b>	<b>163,774</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,020	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,020</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	6	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	252,512	289,613	170,170	299,805	295,573
6008002 SOCIAL SECURITY	163,035	173,705	105,125	186,370	183,533
6008004 WORKERS COMPENSATION	15,082	18,227	9,114	19,318	19,318
6008006 LIFE INSURANCE	526	555	345	585	570

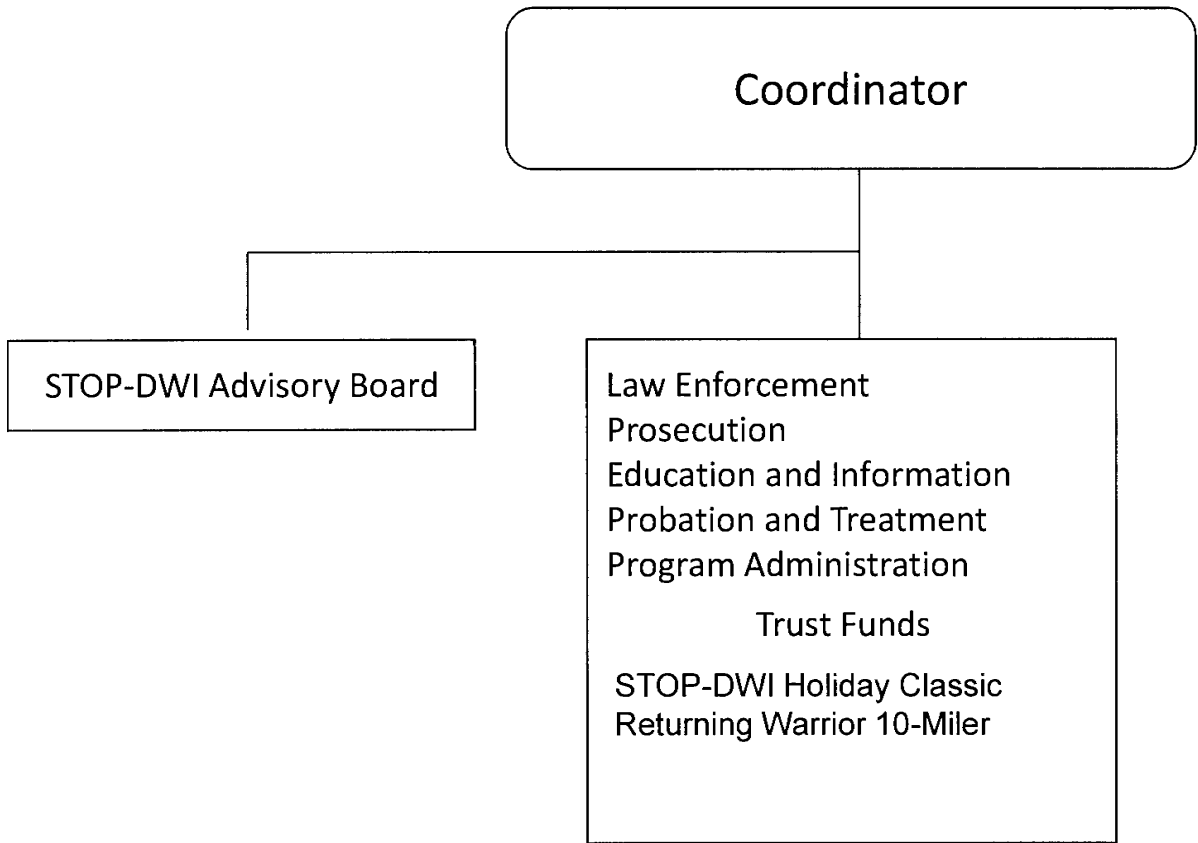
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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 22000000 Security

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008007 HEALTH INSURANCE	306,422	307,651	199,753	384,612	375,143
6008009 RETIREE HEALTH INSURANCE	93,878	103,415	69,175	108,854	108,854
6008010 DISABILITY INSURANCE	2,066	2,467	1,276	2,402	2,322
6008011 UNEMPLOYMENT INSURANCE	10,556	0	0	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	9,885	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>853,962</b>	<b>895,633</b>	<b>554,958</b>	<b>1,001,946</b>	<b>985,313</b>
<b>Exp Totals for Dept: 22000000</b>	<b>3,449,167</b>	<b>3,586,172</b>	<b>2,231,284</b>	<b>3,857,348</b>	<b>3,770,194</b>
<b>Total for Dept: 22000000</b>	<b>-891,992</b>	<b>-837,384</b>	<b>-813,077</b>	<b>-919,406</b>	<b>-881,130</b>

# STOP - DWI



## **STOP-DWI**

### **Mission Statement**

To develop and coordinate a comprehensive DWI counter-measure program to reduce impaired driving related crashes, 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 high visibility enforcement and prosecution efforts. To that end, STOP-DWI funds enhanced police patrols that are dedicated to DWI enforcement as well as provides specialized breath testing equipment and video cameras to police agencies. The District Attorney’s office receives funds for a prosecutor to specialize in felony DWI prosecutions. STOP-DWI also provides funding to the Broome County Probation Department to deal with recidivist DWI offenders.

In addition, STOP-DWI funds an effective traditional and social media campaign in order to heighten public awareness about the dangers of impaired driving and to promote the enforcement and prosecution efforts. STOP-DWI serves as the ignition interlock device monitor for all DWI conditional discharge cases in Broome County and assists SUNY Broome Community College with their Impaired Driver Program.

STOP-DWI also sponsors numerous training seminars for prosecutors, police, educators, and treatment professionals who work with various aspects of the impaired driving issues. STOP-DWI works with area middle and high schools and conducts numerous community outreach programs. The STOP-DWI Program also uses the popularity of sports to further promote its safe driving and healthy lifestyles message.

STOP-DWI operates pursuant to 15 NYCRR Part 172 of the Commissioners Rules and Regulations which limits funding to enhancement programs which reduce the incidence of impaired driving. Broome County’s STOP-DWI Program is supported entirely by the fines of people convicted of driving while intoxicated, DWI probation supervision fees, and state and federal grants.

### **2019 Objectives**

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

- Continue the high visibility STOP-DWI Task Force Program using specially marked patrol vehicles and overtime patrols that are dedicated to DWI enforcement.
- 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.
- Continue monitoring interlock devices for conditional discharge cases.

#### Education and Public Awareness Component

- Continue specialized education programs for enforcement, prosecution, education, and treatment professionals who work 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 public speaking engagements, and make videos, displays, and printed materials available to schools and other organizations.
- Continue to support education and public awareness activities in 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 Winter Classic, Teen Traffic Safety Day, and the Returning Warrior Crossfit Challenge 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 crash, arrest, and conviction data to assess the effectiveness of Broome County's effort.
- Coordinate local efforts to implement the Ignition Interlock Device (IID) requirements of Leandra's Law.
- Seek private/corporate sponsorship to help finance education and promotional efforts.

#### 2019 Budget Highlights

- Application of DWI fine revenues to cover program expenses resulting in no cost to local taxpayers.
- Application of DWI Probation Supervision Fees to fund STOP-DWI's Probation programming.
- Zero application of STOP-DWI fund balance.
- Maintaining a comprehensive DWI countermeasures program with declining DWI fine revenues.
- Providing financial assistance to county and local law enforcement to purchase specialized equipment and fund overtime patrols.
- Obtaining grant funding to off-set loss of DWI fine money and minimize reductions in law enforcement and education programs.
- STOP-DWI Coordinator activities will be performed by the Arena Manager.

STOP-DWI 24000003

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
STOP DWI Coordinator*	22 Admin	1	1	1	1
Secretary	13 CSEA	1	1	1	1
Total Full-Time Positions		2	2	2	2
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		2	2	2	2

\*Unfunded since 2017

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 24000000 STOP DWI

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000426 MISCELLANEOUS	350	0	125	0	0
<b>0000002 Departmental Income Total</b>	<u>350</u>	<u>0</u>	<u>125</u>	<u>0</u>	<u>0</u>
<b>0000005 Fines and Forfeitures</b>					
5000491 STOP DWI FINES	205,701	218,500	120,023	200,000	200,000
5000492 DWI SUPERVISION FEES	50,182	30,000	22,308	45,000	45,000
<b>0000005 Fines and Forfeitures Total</b>	<u>255,883</u>	<u>248,500</u>	<u>142,331</u>	<u>245,000</u>	<u>245,000</u>
<b>0000007 Misc Interfund Revenues</b>					
5000545 CREDIT CARD REBATES	177	100	35	100	100
5000546 Trust Account Inflows	31,570	0	0	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<u>31,747</u>	<u>100</u>	<u>35</u>	<u>100</u>	<u>100</u>
<b>0000008 State Aid</b>					
5000835 STATE AID	0	27,500	27,500	6,465	6,465
<b>0000008 State Aid Total</b>	<u>0</u>	<u>27,500</u>	<u>27,500</u>	<u>6,465</u>	<u>6,465</u>
<b>0000009 Federal Aid</b>					
5000946 FEDERAL AID - OTHER	11,416	5,000	5,708	11,000	11,000
<b>0000009 Federal Aid Total</b>	<u>11,416</u>	<u>5,000</u>	<u>5,708</u>	<u>11,000</u>	<u>11,000</u>
<b>Rev Totals for Dept: 24000000</b>	<u>299,396</u>	<u>281,100</u>	<u>175,699</u>	<u>262,565</u>	<u>262,565</u>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	36,648	47,084	20,159	48,106	48,106
<b>0000010 Personnel Service Totals</b>	<u>36,648</u>	<u>47,084</u>	<u>20,159</u>	<u>48,106</u>	<u>48,106</u>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 24000000 STOP DWI

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	78	250	81	150	150
6004012 OFFICE SUPPLIES	651	750	224	500	500
6004048 MISC OPERATIONAL SUPPLIES	487	750	1,044	750	750
6004105 DUES AND MEMBERSHIPS	785	785	763	785	785
6004137 ADVERTISING AND PROMOTION EXPE	47,519	50,000	27,227	40,059	40,059
6004139 Trust Account Outflows	38,779	0	0	0	0
6004146 SUBCONTRACTED PROGRAM EXPENSE	40,467	45,000	-6,736	42,000	42,000
6004160 MILEAGE AND PARKING-LOCAL	53	250	0	100	100
6004161 TRAVEL HOTEL AND MEALS	0	500	0	400	400
6004162 EDUCATION AND TRAINING	0	500	0	300	300
6004164 NON-EMPLOYEE TRAVEL HOTEL & ME	0	500	0	400	400
6004166 NON-EMPLOYEE EDUCATION AND TRN	0	500	0	400	400
6004196 COPYING MACHINE RENTALS	1,276	1,200	732	1,200	1,200
<b>0000040 Contractual Expenditures Totals</b>	<b>130,095</b>	<b>100,985</b>	<b>23,335</b>	<b>87,044</b>	<b>87,044</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	102	107	107	123	123
6004606 TELEPHONE BILLING ACCOUNT	564	702	268	668	668
6004609 DATA PROCESSING CHARGEBACKS	5,430	2,785	1,393	2,855	2,855
6004610 PERSONNEL SERVICES CHARGEBACKS	90,742	92,184	40,000	85,000	85,000
6004614 OTHER CHARGEBACK EXPENSES	0	10	12	23	23
6004617 DUPLICATING/PRINTING CHARGEBAC	296	212	110	405	405
6004618 OFFICE SUPPLIES CHARGEBACK	618	1,106	378	805	805
<b>0000041 Chargeback Expenses Totals</b>	<b>97,752</b>	<b>97,106</b>	<b>42,268</b>	<b>89,879</b>	<b>89,879</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	6,875	8,485	3,412	8,495	8,495
6008002 SOCIAL SECURITY	2,828	3,602	1,583	3,680	3,680
6008004 WORKERS COMPENSATION	534	232	116	179	179
6008006 LIFE INSURANCE	13	15	8	15	15
6008007 HEALTH INSURANCE	4,827	6,075	3,048	6,722	6,722
6008009 RETIREE HEALTH INSURANCE	17,490	17,428	11,660	18,365	18,365
6008010 DISABILITY INSURANCE	70	88	44	80	80
<b>0000080 Employee Benefits Totals</b>	<b>32,637</b>	<b>35,925</b>	<b>19,871</b>	<b>37,536</b>	<b>37,536</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 24000000 STOP DWI

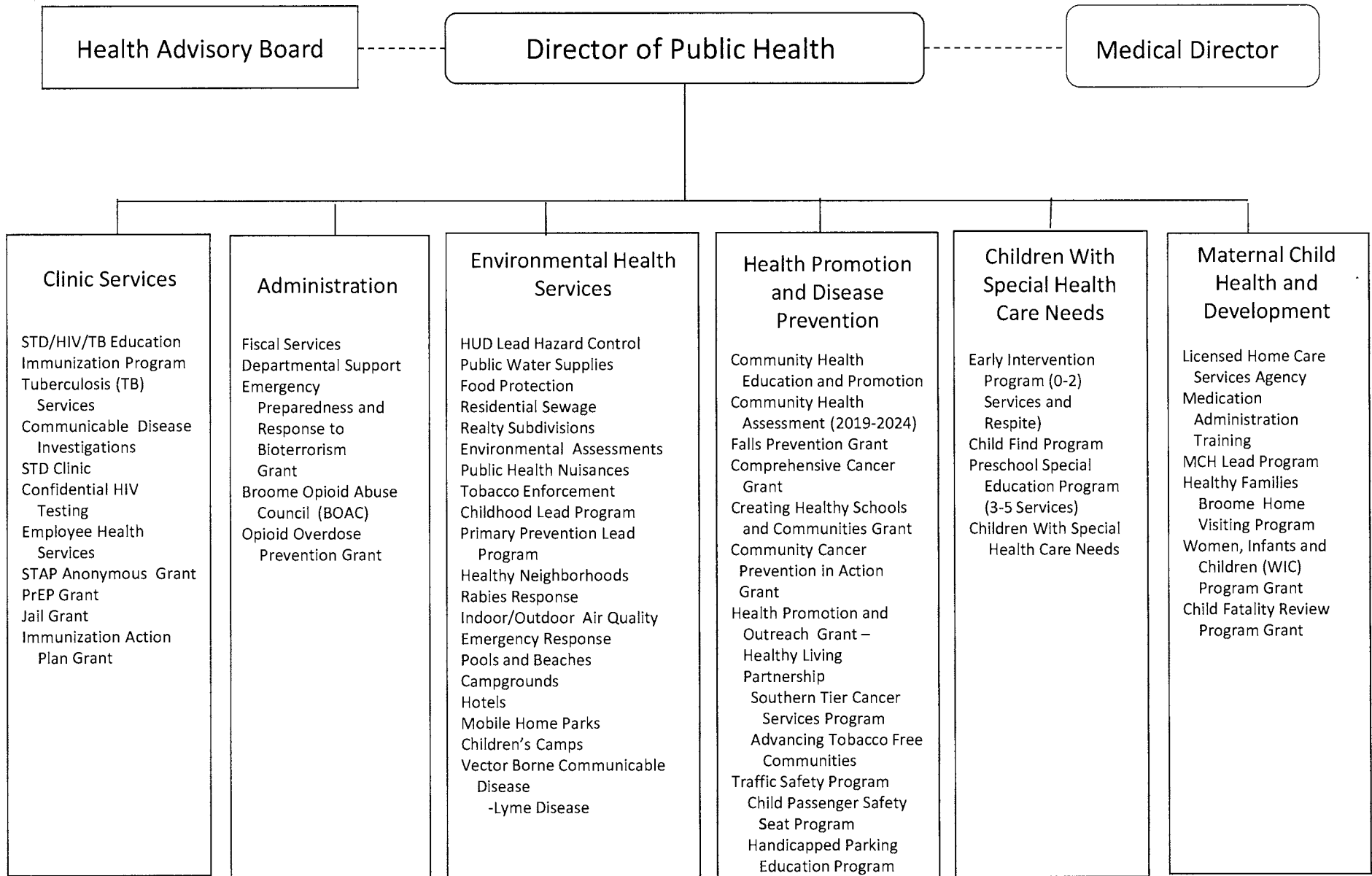
Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Exp Totals for Dept: 24000000	297,132	281,100	105,633	262,565	262,565
Total for Dept: 24000000	2,264	0	70,066	0	0



## Health

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# Public Health





## HEALTH

### Administration

#### Mission Statement

Administration exists to establish and maintain the necessary infrastructure 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, accreditation standards and laws established by governing bodies. Administration serves as a “hub” between external recipients and internal recipients of services.

#### Public Health Standards

Investigate health problems and environmental public health hazards to protect the community

- Conduct timely investigations of health problems and environmental public health hazards.
- Contain/mitigate health problems and environmental public health hazards.
- Analyze public health data to identify trends in health problems, environmental public health hazards, and social and economic factors that affect the public’s health.
- Maintain a plan with policies and procedures for urgent and non-urgent communications.
- Inform and educate about public health issues and functions.
- Provide health education and health promotion policies, programs, processes, and interventions to support prevention and wellness.
- Provide information on public health issues and public health functions through multiple methods to a variety of audiences.
- Develop public health policies and plans.
- Serve as a primary and expert resource for establishing and maintaining public health policies, practices, and capacity.

- Conduct a comprehensive planning process resulting in a Community Health Improvement Plan.
- Maintain a Public Health Emergency Preparedness and Response Plan for all threats and hazards.
- Enforce public health laws.
- Review existing laws and work with governing entities and elected/appointed officials to update as needed.
- Educate individuals and organizations on the meaning, purpose, compliance, and benefit of public health laws and how to comply.
- Conduct and monitor public health enforcement activities and coordinate notification of violations among appropriate agencies.
- Evaluate and continuously improve processes, programs and interventions.
- Use a performance management system to improve organizational practice, processes, programs, and interventions.
- Develop and implement quality improvement processes integrated into organizational practice, programs, processes and interventions.
- Maintain administrative and management capacity.
- Develop and maintain an operational infrastructure to support the performance of public health functions.
- Establish effective financial management systems.
- Maintain capacity to engage the public health governing entity.
- Maintain current operational definitions and statements of the public health roles, responsibilities, and authorities.
- Provide information to the governing entity regarding public health and the official responsibilities of the health department and of the governing entity.
- Encourage the governing entity’s engagement in the public health department’s overall obligations and responsibilities.

### **Description of Services**

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

- 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 receivables, 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 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, fiscal procedures, and personnel activities for the entire Health Department.
- Departmental support 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 telecommunications, service contracts, and information technology.
- 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 regulations.
- Serves as a primary and expert resource for establishing and maintaining public health policies, practices and capacity.
- 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, environmental health problems, injuries, unintentional child fatalities, injuries or deaths due to motor vehicle, pedestrian and bicycle crashes, communicable diseases, maternal child health morbidity, and tobacco control and preventive cancer services.
- The Public Health Emergency Preparedness and Response Program improves the capacity of Broome County to prevent, protect against, mitigate, respond to, and recover from emergencies and disasters of public health significance. This mission is accomplished by maintaining and updating the Public Health Emergency Preparedness and Response Plan, conducting emergency exercises to test and improve upon current capabilities, and providing training and education to first responders, health department staff, the health and medical community, and the general public.
- Directs the 2019-2024 Community Health Assessment and Community Health Improvement Plan process and functions as a community liaison in the process.
- 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, stakeholders, residents and elected officials.
- Provides direct supervision and direction to the fiscal and departmental support staff.

### **2019 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.

- Coordinate stakeholders from all sectors to participate in the Community Health Improvement Plan.
- 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.
- Continue to support and coordinate and develop the Broome Opioid Abuse Council (BOAC) along with strengthening the planning capacity of the county to reduce the social and health harms related to the misuse of opioid drugs. The multidisciplinary council, led by the Broome County Opioid Overdose Coordinator seeks to improve the county’s response to the growing opioid abuse crisis facing residents and to reduce the incidence and prevalence of opioid addiction and death. Goals have been established within the structure of subcommittees intending to: educate the public about addiction and available services; facilitate the development of appropriate treatment and prevention services; educate medical professionals regarding pain medication prescription practices; and strengthen the capacity of law enforcement and the courts to protect the community.
- The Public Health Emergency Preparedness Program will utilize grant funding to enhance infrastructure for responding to

emerging infectious diseases such as Ebola and the Zika Virus which may affect the health and safety of Broome County residents. This may include meeting with hospital personnel, convening drills, practicing donning and doffing of personal protective equipment, and communication exercises with EMS, hospital CMOs, and the County Executive Office.

### **2019 Budget Highlights**

- Continue to maintain emphasis on reducing the opioid crisis with the direction of the Broome County Opioid Prevention Coordinator and NYSDOH Opioid Overdose Prevention Grant to help build and support the county response infrastructure.
- 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.

Health 25010004  
Administration

<u>Title of Position</u>	<u>Grade/Unit</u>	2017	As of	2019	2019
		<u>Actuals</u>	7/5/2018	<u>Requested</u>	<u>Recommended</u>
			<u>Current</u>		
			<u>Authorized</u>		
<u>Full-Time Positions</u>					
Director of Public Health	I Admin	1	1	1	1
Fiscal Services Administrator	24 Admin	1	1	1	1
Supervising Public Health Educator	21 BAPA	1	1	1	1
Senior Accountant	18 BAPA	1	1	1	1
Principal Account Clerk	13 CSEA	3	3	3	3
Secretary	13 CSEA	1	1	1	1
Senior Custodial Worker	9 CSEA	1	1	1	1
Total Full-Time Positions		9	9	9	9
<u>Part-Time Positions</u>					
Deputy Director of Public Health*	D Admin	1	1	1	1
Secretary***	13 CSEA	1	1	1	1
Senior Account Clerk	9 CSEA	1	1	1	1
Account Clerk**	7 CSEA	1	1	1	1
Total Part-Time Positions		4	4	4	4
Total Positions		13	13	13	13

\* One position unfunded since 2018

\*\* One position unfunded since 2018

\*\*\*One position unfunded in 2019

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 25000000 Health  
 DIV: 01 Health-Administration

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
25000000 Health					
0000002 Departmental Income					
5000195 FACILITY RENTALS	33,720	37,521	25,014	37,521	37,521
5000201 MISC ADMIN AND OTHER INCOME	1	0	0	0	0
5000331 CHARGEBACK TO GRANTS	63,595	89,975	37,740	109,917	109,917
5000335 COPIER CHARGEBACK	4,024	5,116	1,480	4,024	4,024
<b>0000002 Departmental Income Totals</b>	<b>101,340</b>	<b>132,612</b>	<b>64,234</b>	<b>151,462</b>	<b>151,462</b>
0000003 Use of Money					
5000470 VENDING MACHINE	446	375	373	375	375
<b>0000003 Use of Money Totals</b>	<b>446</b>	<b>375</b>	<b>373</b>	<b>375</b>	<b>375</b>
0000007 Misc Interfund Revenues					
5000534 TRANSFER FROM INSURANCE RESERV	250	0	0	0	0
5000545 CREDIT CARD REBATES	2,224	0	508	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>2,474</b>	<b>0</b>	<b>508</b>	<b>0</b>	<b>0</b>
0000008 State Aid					
5000821 PUBLIC HEALTH WORK	571,706	641,389	457,890	647,898	647,898
<b>0000008 State Aid Totals</b>	<b>571,706</b>	<b>641,389</b>	<b>457,890</b>	<b>647,898</b>	<b>647,898</b>
<b>Rev Total for Div: 2501</b>	<b>675,966</b>	<b>774,376</b>	<b>523,005</b>	<b>799,735</b>	<b>799,735</b>
0000010 Personnel Service					
6001000 SALARIES FULL-TIME	405,120	485,989	294,628	496,308	500,289
6001001 SALARIES PART-TIME	97,360	46,126	25,951	22,975	22,975
6001002 SALARIES TEMPORARY	38,435	62,441	35,240	99,467	99,467
6001003 SALARIES OVERTIME	4,543	5,600	2,575	5,726	5,726
<b>0000010 Personnel Service Totals</b>	<b>545,458</b>	<b>600,156</b>	<b>358,394</b>	<b>624,476</b>	<b>628,457</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 25000000 Health  
DIV: 01 Health-Administration

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	659	1,096	418	1,096	1,096
6004012 OFFICE SUPPLIES	1,344	3,000	177	3,000	3,000
6004022 FUEL AND HEATING SUPPLIES	12,290	14,000	9,600	14,000	14,000
6004023 BLDG AND GROUNDS SUPPLIES	3,065	4,000	4,039	4,000	4,000
6004046 GAS OIL GREASE AND DIESEL FUEL	0	300	7	300	300
6004056 COMPUTER EQUIPMENT(NON CAPITAL)	-64	0	-32	0	0
6004100 POSTAGE AND FREIGHT	969	1,000	623	1,000	1,000
6004105 DUES AND MEMBERSHIPS	4,984	5,237	0	5,237	5,237
6004106 GENERAL OFFICE EXPENSES	2,909	2,114	3,032	2,114	2,114
6004111 BUILDING AND LAND RENTAL	57,117	492,323	270,425	492,323	492,323
6004113 WATER AND SEWAGE CHARGES	2,595	2,369	1,557	2,595	2,595
6004115 ELECTRIC CURRENT	31,132	38,556	21,338	35,000	35,000
6004117 BUILDING AND GROUNDS EXPENSES	8,436	5,462	5,136	5,462	5,462
6004137 ADVERTISING AND PROMOTION EXPE	18	0	9	0	0
6004146 SUBCONTRACTED PROGRAM EXPENSE	220	5	466	0	0
6004147 OTHER PROGRAM EXPENSE	0	25,000	0	25,000	25,000
6004160 MILEAGE AND PARKING-LOCAL	0	100	5	100	100
6004161 TRAVEL HOTEL AND MEALS	10	1,480	0	1,980	1,980
6004162 EDUCATION AND TRAINING	165	1,099	0	1,599	1,599
6004165 ADVISORY BD/TRUSTEES EXPENSES	147	250	83	250	250
6004168 OTHER PERSONNEL EXPENSES	-15	118	0	118	118
6004169 DAY TRIP MEAL REIMBURSEMENT	10	0	10	0	0
6004196 COPYING MACHINE RENTALS	1,238	1,800	2,192	1,800	1,800
6004203 INSURANCE CLAIMS	250	0	0	0	0
6004413 OTHER HEALTH AND MEDICAL SERVI	73,901	127,030	75,244	105,135	105,135
6004500 ACCTG AND COST ALLOCATION SERV	1,500	1,500	1,500	1,500	1,500
<b>0000040 Contractual Expenditures Totals</b>	<b>202,880</b>	<b>727,839</b>	<b>395,829</b>	<b>703,609</b>	<b>703,609</b>
<b>0000041 Chargeback Expenses</b>					
6004601 INDIRECT COSTS	399,512	408,958	0	399,544	399,544
6004602 INSURANCE PREMIUM CHARGEBACK	7,056	7,546	3,773	5,739	5,739
6004604 DPW SECURITY CHARGEBACKS	93,071	94,813	47,451	95,908	95,908
6004605 COUNTY ATTORNEY CHARGEBACKS	16,243	32,192	10,323	20,000	20,000
6004606 TELEPHONE BILLING ACCOUNT	9,937	11,806	2,620	11,806	11,806
6004609 DATA PROCESSING CHARGEBACKS	58,629	99,257	96,643	80,000	80,000
6004614 OTHER CHARGEBACK EXPENSES	2,018	2,705	772	2,435	2,435
6004615 GASOLINE CHARGEBACK	247	149	32	358	358
6004616 FLEET SERVICE CHARGEBACK	767	455	12,428	740	740
6004617 DUPLICATING/PRINTING CHARGEBA	2,217	3,223	695	2,217	2,217
6004618 OFFICE SUPPLIES CHARGEBACK	210	500	124	500	500

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 25000000 Health  
 DIV: 01 Health-Administration

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004619 BUILDING SERVICE CHARGEBACK	631	6,000	740	1,000	1,000
<b>0000041 Chargeback Expenses Totals</b>	<b>590,538</b>	<b>667,604</b>	<b>175,601</b>	<b>620,247</b>	<b>620,247</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	380,098	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>380,098</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	53,682	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>53,682</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	49,334	94,964	56,659	107,771	108,395
6008002 SOCIAL SECURITY	38,992	45,912	25,634	47,772	48,077
6008004 WORKERS COMPENSATION	7,605	7,037	3,392	6,271	6,271
6008006 LIFE INSURANCE	174	180	113	195	195
6008007 HEALTH INSURANCE	130,989	146,883	83,908	165,522	165,522
6008009 RETIREE HEALTH INSURANCE	222,080	243,319	149,206	232,017	232,017
6008010 DISABILITY INSURANCE	671	749	406	760	760
6008013 HEALTH INS - RETIRE INCENTIVE	10,449	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>460,294</b>	<b>539,044</b>	<b>319,318</b>	<b>560,308</b>	<b>561,237</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	38,655	0	0	0	0
<b>0000090 Transfers Totals</b>	<b>38,655</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Exp Total for Div: 2501</b>	<b>2,271,605</b>	<b>2,534,643</b>	<b>1,249,142</b>	<b>2,508,640</b>	<b>2,513,550</b>
<b>Total for Div: 25000000</b>	<b>-1,595,639</b>	<b>-1,760,267</b>	<b>-726,137</b>	<b>-1,708,905</b>	<b>-1,713,815</b>

## Health Environmental Health

### 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 but not limited to food service, emergency preparedness, water and air quality, rabies control, lead poisoning prevention, swimming pool inspections and public health nuisances. The Division is charged with the enforcement of the New York State Sanitary Code, the Broome County Sanitary Code and sections of the Public Health Law.

### Description of Services

The Division of Environmental Health conducts routine inspections of approximately 1,500 regulated facilities, responds to complaints of public health nuisances, rabies control, enforces the Clean Indoor Air Act and the Adolescent Tobacco Use Prevention Act, reviews plans for public water and private sewage disposal systems, permitting and regulation of swimming pools, bathing beaches, mobile home parks, hotels/motels, food facilities, campgrounds, children camps, coordinates lead poisoning prevention efforts and the Healthy Neighborhood Program, Lyme disease education, conducts communicable disease outbreak investigations and 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.

### 2019 Objectives

- Continue to monitor and reduce public health hazards found during inspections within program areas, along with increased education and enforcement actions.
- Implement new program policies and procedures to maintain accountability and efficiency.
- Modify Environmental Health staff roles to meet the increasing demands with limited staff and funding.
- Prioritize program objectives to those of high risk. Cut or limit non-mandated programs to meet budget constraints.
- Modify inspection protocols to increase program efficiency and minimize excessive travel.
- Increase educational awareness of Environmental Health issues via free in-house and on-line training courses, smart phone apps and media.
- Develop partnerships with all municipal code enforcement officers to minimize residential environmental hazards.

### 2019 Budget Highlights

- Continue to pursue grants to decrease net county support.
- Minimize unnecessary and costly human post exposure prophylaxis by providing health care specialists the tools necessary to make sound judgments when providing treatment.
- Continue to meet all New York State Department of Health program deliverables with a limited and static budget.



Health 25050004 Environmental Health			As of 7/5/2018		
<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of Environmental Health Services	D Admin	1	1	1	1
Senior Public Health Engineer	28 BAPA	1	1	1	1
Groundwater Management Specialist	23 BAPA	2	2	2	2
Senior Public Health Sanitarian	20 BAPA	2	2	2	2
Public Health Sanitarian	17 CSEA	3	3	3	3
Public Health Technician	14 CSEA	1	1	1	1
Secretary	13 CSEA	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1
Total Full-Time Positions		12	12	12	12
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		12	12	12	12

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating

DEPT: 25000000 Health

DIV: 05 Health-Environmental Health

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000118 FEES FOR SERVICES	243,130	245,917	168,623	238,732	238,732
5000119 PUBLIC HEALTH FINES	13,450	10,000	13,634	10,000	10,000
5000331 CHARGEBACK TO GRANTS	58,744	55,325	24,144	56,299	56,299
5000335 COPIER CHARGEBEACK	4,005	3,213	1,980	3,213	3,213
<b>0000002 Departmental Income Totals</b>	<b>319,329</b>	<b>314,455</b>	<b>208,381</b>	<b>308,244</b>	<b>308,244</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	407	0	98	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>407</b>	<b>0</b>	<b>98</b>	<b>0</b>	<b>0</b>
<b>0000008 State Aid</b>					
5000821 PUBLIC HEALTH WORK	262,790	230,335	111,664	231,466	231,466
5000824 RABIES	29,889	21,380	11,296	20,672	20,672
<b>0000008 State Aid Totals</b>	<b>292,679</b>	<b>251,715</b>	<b>122,960</b>	<b>252,138</b>	<b>252,138</b>
<b>Rev Total for Div: 2505</b>	<b>612,415</b>	<b>566,170</b>	<b>331,439</b>	<b>560,382</b>	<b>560,382</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	685,441	702,912	409,365	704,090	705,466
6001001 SALARIES PART-TIME	1	0	0	0	0
6001003 SALARIES OVERTIME	136	0	99	0	0
<b>0000010 Personnel Service Totals</b>	<b>685,578</b>	<b>702,912</b>	<b>409,464</b>	<b>704,090</b>	<b>705,466</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	465	500	540	500	500
6004012 OFFICE SUPPLIES	594	1,556	394	1,500	1,500
6004061 ENVIRONMENTAL HEALTH SUPPLIES	3,945	7,873	4,407	7,873	7,873
6004062 MEDICAL LAB & CLINIC SUPPLIES	6,304	10,984	5,022	10,552	10,552
6004100 POSTAGE AND FREIGHT	954	1,025	812	925	925
6004105 DUES AND MEMBERSHIPS	0	15	0	15	15

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 25000000 Health  
 DIV: 05 Health-Environmental Health

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004106 GENERAL OFFICE EXPENSES	49	0	0	0	0
6004117 BUILDING AND GROUNDS EXPENSES	109	0	0	0	0
6004137 ADVERTISING AND PROMOTION EXPE	39	100	23	100	100
6004138 OTHER OPERATIONAL EXPENSES	105	75	60	75	75
6004160 MILEAGE AND PARKING-LOCAL	268	324	36	324	324
6004161 TRAVEL HOTEL AND MEALS	8	792	0	0	0
6004169 DAY TRIP MEAL REIMBURSEMENT	82	150	0	150	150
6004196 COPYING MACHINE RENTALS	2,601	4,870	3,153	4,870	4,870
6004402 LAB SERVICES	3,514	4,000	238	5,000	5,000
6004413 OTHER HEALTH AND MEDICAL SERVI	36,502	15,680	12,287	15,680	15,680
<b>0000040 Contractual Expenditures Totals</b>	<b>55,539</b>	<b>47,944</b>	<b>26,972</b>	<b>47,564</b>	<b>47,564</b>
<b>0000041 Chargeback Expenses</b>					
6004604 DPW SECURITY CHARGEBACKS	85	0	0	0	0
6004605 COUNTY ATTORNEY CHARGEBACKS	17,219	20,000	4,063	20,000	20,000
6004606 TELEPHONE BILLING ACCOUNT	3,722	8,407	982	3,167	3,167
6004609 DATA PROCESSING CHARGEBACKS	25,575	30,000	26,413	30,000	30,000
6004614 OTHER CHARGEBACK EXPENSES	1,850	2,950	693	1,860	1,860
6004615 GASOLINE CHARGEBACK	2,958	3,192	2,058	4,705	4,705
6004616 FLEET SERVICE CHARGEBACK	9,292	9,754	5,565	9,730	9,730
6004617 DUPLICATING/PRINTING CHARGEBAC	2,665	2,055	2,335	2,665	2,665
6004618 OFFICE SUPPLIES CHARGEBACK	3,522	3,312	1,919	3,522	3,522
<b>0000041 Chargeback Expenses Totals</b>	<b>66,888</b>	<b>79,670</b>	<b>44,028</b>	<b>75,649</b>	<b>75,649</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,906	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,906</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	207	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>207</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	105,774	121,948	66,879	116,603	116,846
6008002 SOCIAL SECURITY	50,186	53,773	29,845	53,864	53,969

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating

DEPT: 25000000 Health

DIV: 05 Health-Environmental Health

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008004 WORKERS COMPENSATION	9,527	7,037	4,014	8,362	8,362
6008006 LIFE INSURANCE	180	180	111	165	165
6008007 HEALTH INSURANCE	103,905	99,747	67,740	116,144	116,144
6008009 RETIREE HEALTH INSURANCE	110,991	119,784	76,919	114,665	114,665
6008010 DISABILITY INSURANCE	489	529	291	400	400
6008013 HEALTH INS - RETIRE INCENTIVE	3,720	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>384,772</b>	<b>402,998</b>	<b>245,799</b>	<b>410,203</b>	<b>410,551</b>
<b>Exp Total for Div: 2505</b>	<b>1,194,890</b>	<b>1,233,524</b>	<b>726,263</b>	<b>1,237,506</b>	<b>1,239,230</b>
<b>Total for Div: 25000000</b>	<b>-582,475</b>	<b>-667,354</b>	<b>-394,824</b>	<b>-677,124</b>	<b>-678,848</b>

## HEALTH

### Clinics and Disease Control

#### 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 Services Division provides specialized clinical services in an outpatient care setting. Services include:

- 1) Communicable disease surveillance, which investigates diseases that the NYS Department of Health has designated as reportable.
- 2) Immunizations, to increase immunization rate of children and adults. Efforts involve education and acting as a safety net by providing immunizations for all age groups to people that are uninsured, underinsured or may not have a primary care provider.
- 3) Sexually transmitted disease (STD), by providing medical care and treatment to people who are at risk, or may have come in contact with an STD. STD services are also provided to inmates at the Broome County Sheriff's Correctional Facility.
- 4) Anonymous and confidential HIV testing and counseling.
- 5) Tuberculosis (TB) control by providing education, testing, and treatment to high-risk populations in the community who may have been infected with TB.
- 6) Employee health services to Broome County Health Department employees.

- 7) Oral health education and preventative services to 2<sup>nd</sup> and 3<sup>rd</sup> grade students in elementary schools with the highest free lunch participation.

#### 2019 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 service as needed.
- Prevent HIV infection in individuals at highest risk for HIV, through outreach and education on PrEP (Pre-exposure Prophylaxis). PrEP is part of Governor Cuomo's 3-point plan to end the AIDS epidemic in NY State and decrease the number of new HIV infections by 2020. Continue to offer confidential and anonymous HIV testing.
- Evaluate for tuberculosis infection and reduce transmission by providing targeted testing, education, surveillance and direct service to populations at risk.
- Provide oral health education and preventive dental services to elementary school children through contracted services with Lourdes Center for Oral Health.
- Implement an electronic medical record system and become bi-directional with the local RHIO.

### **2019 Budget Highlights**

- Continue to expand revenue collection procedures for all services, including sexually transmitted disease services by establishing contracts with third party payers and continuing to bill for sexually transmitted disease services with patient approval.
- Maximize grant revenues to support the operating budget. Several grants help maintain our operating costs down, these include the IAP (Immunization Action Program) Grant, PrEP Grant, the STAP (Southern Tier Aids Program) Anonymous Grant, and the Broome County Sheriff's Correctional Facility Grant.
- Increase staff development and training in their fields of expertise and programs, i.e. Tuberculosis, sexually transmitted disease, immunizations, and communicable disease.
- Insight software training on the Electronic Medical Records (EMR) Modules to smoothly implement the EMR system.

Health 25020004  
Clinics & Disease Control

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 7/5/2018			
		<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of Clinic Services	C Admin	1	1	1	1
Supervising Public Health Nurse***	20 BAPA	1	1	1	1
Nurse Practitioner*****	27 CSEA	1	1	1	1
Public Health Nurse	17 CSEA	4	4	4	4
HIV Program Representative	14 CSEA	1	1	1	1
Senior Registered Professional Nurse**	14 CSEA	1	1	1	1
Secretary****	13 CSEA	1	1	1	1
Senior Medical Assistant	13 CSEA	1	1	1	1
Patient Accounts Representative*****	8 CSEA	2	2	2	2
Total Full-Time Positions		13	13	13	13
<u>Part-Time Positions</u>					
Medical Director STD/HIV Clinic*	NA	1	1	1	1
Medical Director TB	NA	1	1	1	1
Medical Director - Employee Health Services	NA	1	1	1	1
Nurse Practitioner	27 CSEA	1	1	1	1
Public Health Nurse	17 CSEA	1	1	1	1
Receptionist Typist	6 CSEA	1	1	1	1
Total Part-Time Positions		6	6	6	6
Total Positions		19	19	19	19

- \* Unfunded since 2014
- \*\* Unfunded since 2015
- \*\*\* Unfunded in 2018
- \*\*\*\* Unfunded since 2018
- \*\*\*\*\* Unfunded in 2019
- \*\*\*\*\*Two positions unfunded in 2019

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating

DEPT: 25000000 Health

DIV: 02 Health-Clinic &amp; Disease Control

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000118 FEES FOR SERVICES	74,233	84,096	43,179	73,505	73,505
5000311 WORKERS COMP PHYSICALS	10,456	15,500	0	4,000	4,000
5000331 CHARGEBACK TO GRANTS	123,548	110,756	54,097	100,206	100,206
5000333 OTHER DEPARTMENTAL CHARGEBACK	34,128	38,115	2,956	6,805	6,805
5000426 MISCELLANEOUS	5,147	320	70	0	0
5000431 MISCELLANEOUS	0	0	1,617	0	0
5000432 BAD DEBT AND CHARITY CARE	100,056	0	503	0	0
<b>0000002 Departmental Income Totals</b>	<b>347,568</b>	<b>248,787</b>	<b>102,422</b>	<b>184,516</b>	<b>184,516</b>
<b>0000008 State Aid</b>					
5000821 PUBLIC HEALTH WORK	383,140	313,921	133,537	297,609	297,609
<b>0000008 State Aid Totals</b>	<b>383,140</b>	<b>313,921</b>	<b>133,537</b>	<b>297,609</b>	<b>297,609</b>
<b>Rev Total for Div: 2502</b>	<b>730,708</b>	<b>562,708</b>	<b>235,959</b>	<b>482,125</b>	<b>482,125</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	505,710	524,246	209,355	367,511	368,825
6001001 SALARIES PART-TIME	64,141	71,248	36,354	72,891	72,891
6001002 SALARIES TEMPORARY	65,591	50,815	69,600	116,360	116,360
6001003 SALARIES OVERTIME	632	0	516	0	0
<b>0000010 Personnel Service Totals</b>	<b>636,074</b>	<b>646,309</b>	<b>315,825</b>	<b>556,762</b>	<b>558,076</b>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	1,933	3,989	2,070	3,600	3,600
6004045 TRAINING AND EDUCATIONAL SUPPL	126	200	0	150	150
6004060 NURSING SUPPLIES	25	0	0	0	0
6004062 MEDICAL LAB & CLINIC SUPPLIES	35,627	58,494	13,866	41,840	41,840
6004063 PRESCRIPTION DRUGS	7,333	8,258	3,654	10,000	10,000
6004100 POSTAGE AND FREIGHT	229	600	72	500	500
6004105 DUES AND MEMBERSHIPS	0	35	0	35	35
6004117 BUILDING AND GROUNDS EXPENSES	109	0	0	200	200
6004123 MEDICAL HOSPITAL AND LAB EXPEN	411	1,520	405	1,750	1,750



BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 25000000 Health  
 DIV: 02 Health-Clinic & Disease Control

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004136 OPERATIONAL EQUIPMENT REPAIRS	540	1,700	559	1,700	1,700
6004137 ADVERTISING AND PROMOTION EXPE	17	0	144	200	200
6004138 OTHER OPERATIONAL EXPENSES	200	600	0	600	600
6004146 SUBCONTRACTED PROGRAM EXPENSE	576	0	154	600	600
6004160 MILEAGE AND PARKING-LOCAL	1,209	1,100	982	1,350	1,350
6004161 TRAVEL HOTEL AND MEALS	103	800	6	800	800
6004162 EDUCATION AND TRAINING	0	2,000	0	2,150	2,150
6004169 DAY TRIP MEAL REIMBURSEMENT	90	0	36	150	150
6004196 COPYING MACHINE RENTALS	1,007	2,460	1,640	2,460	2,460
6004402 LAB SERVICES	12,953	24,953	5,529	26,300	26,300
6004406 MEDICAL AND HOSPITAL SERVICES	0	680	0	680	680
6004413 OTHER HEALTH AND MEDICAL SERVI	0	1,500	1,500	2,500	2,500
6004573 OTHER FEES FOR SERVICES	2	0	0	0	0
6004593 OTHER GOVERNMENTS PAYMENTS	970	2,000	614	1,000	1,000
<b>0000040 Contractual Expenditures Totals</b>	<b>63,460</b>	<b>110,889</b>	<b>31,231</b>	<b>98,565</b>	<b>98,565</b>
<b>0000041 Chargeback Expenses</b>					
6004604 DPW SECURITY CHARGEBACKS	0	0	132	0	0
6004606 TELEPHONE BILLING ACCOUNT	7,200	7,640	1,749	4,901	4,901
6004609 DATA PROCESSING CHARGEBACKS	75,919	80,378	25,914	81,464	81,464
6004614 OTHER CHARGEBACK EXPENSES	703	850	662	635	635
6004615 GASOLINE CHARGEBACK	108	198	86	208	208
6004616 FLEET SERVICE CHARGEBACK	348	606	260	429	429
6004617 DUPLICATING/PRINTING CHARGEBAC	788	1,243	307	800	800
6004618 OFFICE SUPPLIES CHARGEBACK	1,633	798	248	1,633	1,633
6004619 BUILDING SERVICE CHARGEBACK	0	0	0	1,000	1,000
<b>0000041 Chargeback Expenses Totals</b>	<b>86,699</b>	<b>91,713</b>	<b>29,358</b>	<b>91,070</b>	<b>91,070</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,270	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,270</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	425	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>425</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating

DEPT: 25000000 Health

DIV: 02 Health-Clinic &amp; Disease Control

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	77,635	96,205	36,712	70,537	70,677
6008002 SOCIAL SECURITY	46,004	49,450	23,255	42,594	42,695
6008004 WORKERS COMPENSATION	8,848	7,540	2,971	7,317	7,317
6008006 LIFE INSURANCE	160	165	86	225	225
6008007 HEALTH INSURANCE	116,888	121,620	45,836	69,906	69,906
6008009 RETIREE HEALTH INSURANCE	246,391	254,417	181,166	281,393	281,393
6008010 DISABILITY INSURANCE	843	1,013	344	800	800
6008013 HEALTH INS - RETIRE INCENTIVE	13,138	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>509,907</b>	<b>530,410</b>	<b>290,370</b>	<b>472,772</b>	<b>473,013</b>
<b>Exp Total for Div: 2502</b>	<b>1,297,835</b>	<b>1,379,321</b>	<b>666,784</b>	<b>1,219,169</b>	<b>1,220,724</b>
<b>Total for Div: 25000000</b>	<b>-567,127</b>	<b>-816,613</b>	<b>-430,825</b>	<b>-737,044</b>	<b>-738,599</b>

## **HEALTH**

### **Maternal Child Health and Development**

#### **Mission Statement**

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

#### **Description of Services**

Through the Licensed Home Care Services Agency (LHCSA), home visits are made to prenatal, postpartum, and pediatric clients. The Public Health Nurses provide skilled nursing assessments, discuss concerns and answer questions about health care, child care, and 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. Several of the PHN staff completed a lactation certification course to better serve and support breastfeeding efforts in the community. Additional areas of expertise include: home safety, psychosocial assessment, community referrals for substance abuse, domestic violence, mental health, and ongoing parent education.

The Healthy Families Broome Program is part of a statewide initiative, Healthy Families New York. This program is a comprehensive prevention program that focuses on the safety of children while supporting families. A Public Health Nurse trained by Prevent Child Abuse New York serves as a Family Assessment Worker. The PHN offers eligible expectant families a home visit. During the home visit, the nurse completes an in-depth psychosocial assessment with the expectant parents to assess their strengths, needs, and challenges.

The nurse provides referrals to community agencies and eligibility is determined for the long-term home visiting program.

Certified Medication Administration Training (MAT) is available for child care providers to educate them on appropriate medication administration techniques utilizing the curriculum developed by SUNY Training Strategies Group.

The Broome County Child Fatality Review Team (BC CFRT) is a multidisciplinary team of professionals established in 2008 pursuant to New York State Social Services Law (SSL) to review the death of any child under the age of 18 whose death is unexpected or unexplained. The Team is authorized to review any unexpected or unexplained death, but priority is given to instances where

- any child for whom Child Protective Services has an open case.
- any child for whom at the time his/her death has an open preventive services case in Broome County.
- any child who at the time of his/her death was in the care and custody or guardianship and custody of Social Services or a voluntary authorized agency.
- a report was made to the New York Statewide Central Register of Child Abuse and Maltreatment involving the death of a child.

The mission of the BC CFRT is to improve our understanding of how and why children die, develop and promote a countywide system of child death review and response, and to identify systemic and policy issues, and public health interventions to improve child health, safety and protection. Our ultimate goal is to prevent future deaths and to promote child safety through a confidential review process which is thorough, comprehensive, and multidisciplinary.

The Health Department and key stakeholders including the local Social Services/Mental Health Commissioner, Forensic Pathologist, County Attorney, District Attorney, Sheriff, State Police, Medical Director, Pediatric Neonatologist and Emergency Medical Services, and representatives from several community agencies meet monthly for case review. This team has discussed 95 child fatality cases from 2009 through December 2017 and has developed a formal process to identify system-based impediments to child health and safety that will ultimately reduce the number of child deaths. Some interventions targeted at preventing child deaths have been recommended and implemented by the Family Violence Prevention Council, Mothers and Babies Perinatal Network, Broome County Health Department Maternal Child Health Division, and the Sheriff's Department.

The Health Department has sponsored the Women, Infants and Children's (WIC) Program in Broome County since 1979. The WIC Program is a supplemental food program that services approximately 5,000 participants throughout the county. Clinics are held almost daily with evening and weekend hours to meet the needs of the families enrolled. WIC nutrition staff provides nutrition education and support to families who receive a prescribed food package every month to assist with growth and proper development during pregnancy, lactation, infancy and early childhood up to the child's fifth birthday. Staff makes referrals to community agencies to assist the families with meeting their needs and goals. The program offers an enhanced peer counseling program to support and promote breastfeeding. Anthropometric measurements and hemoglobin levels are obtained to assist with assessment of the clients' health status and the staff communicates with health care providers as needed. Recently WIC staff has started to screen for elevated lead levels for children in collaboration with the Environmental Health staff.

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. Individualized family service plans are constructed by the service coordinator with the family, and agreed upon by the family and the Early Intervention Official/Designee. Early Intervention service coordinators also offer referral information to families regarding a variety of topics, including childhood lead poisoning, health insurance and community events where families can connect with other families of children with developmental disabilities and delays. The Early Intervention Program is a federally mandated statewide program offering evaluations and therapeutic support services for infants and children (from birth up to three years of age) with special needs and their families.

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

From Early Intervention, a child may transition into the Preschool Special Education Program for children aged three to five with suspected or confirmed delays which will affect learning. Children aged three to five may also be referred directly to the Preschool Special Education Program. Resources including special education and therapy (occupational, physical, and speech), 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 to achieve high educational standards. Allowing children with and without disabilities opportunities to learn together in the least restrictive environment, whenever possible, benefits all children.

Outreach is provided to community agencies, schools, and primary care providers to streamline the referral process for children with and at risk for developmental delays.

The Children with Special Health Care Needs (CSHCN) Program assists families in ascertaining community resources, as well as providing outreach throughout the community to increase awareness of resources available, to identify unmet health and related needs, and to collaborate with community partners to develop plans to overcome barriers and increase access to services. Outreach activities include participation in community health fairs and events, presentations at meetings of community and health organizations, and informational sessions sponsored by the CSHCN grant.

### **2019 Objectives**

#### Maternal Child Health / Licensed Home Care Services Agency

- 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.
- 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.
- Continue to improve breastfeeding initiation rates and duration through education provided to prenatal clients and through support of postpartum women and infants as soon after delivery as possible.
- Continue to provide home visiting, nursing assessment and education to children with identified elevated blood lead levels and refer at risk dwellings for assessment.

- Continue to offer bereavement support to families dealing with the loss of a child.
- Ensure appropriate newborn bloodspot screening, follow-up testing, and referral to services.
- Expand contracts in place with insurance providers to maximize billing as allowed for LHCSA home visits.
- Continue to provide training in medication administration to child care providers.
- Reduce fetal, infant and child death by early identification of problems, developing and implementing interventions and providing community education.
- Increase the number of children screened for lead poisoning at age one and two by providing information to parents, communicating with physicians and providing referrals to the Environmental Health division and continuing screening of children enrolled in WIC.
- Continue to meet nutritional demands of women, infants and children through the WIC program, continue to improve breastfeeding initiation and duration through support of the WIC Nutrition and peer counseling staff and breast pump program.
- Maximize use of preventive health services through education and collaboration with local health care providers, the Clinic Division, Department of Social Services, schools, New York State Department of Health, and child care 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.
- Continue to review and update Quality Assurance Corporate Compliance Plan in the division to ensure program integrity, accuracy, appropriate authorization of service and quality of care.

- Ongoing and increasing need for services in both the Early Intervention Program and the Preschool Special Education 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 to work successfully to accommodate billing changes in the Early Intervention Program, working with families and providers to obtain all information required to maximize third party insurance payments.
- Develop procedures to monitor and review the payment of Early Intervention Program services not covered by third party insurance through the Escrow account billed to the county.
- Continue to strive to meet both federal and state performance standards in the Early Intervention Program.
- Collecting and reporting child outcomes is a requirement of the Individuals with Disabilities Act (IDEA). The performance of the New York State Part C Early Intervention Program on improving child outcomes is now reported in the Annual Performance Report. Strive to improve child outcomes for children enrolled at least six months in the Broome County Early Intervention Program.
- Improving family perceptions and outcomes of the Early Intervention Program is now also included in the Annual Performance Report. Actively participate in the *Improving Family Centeredness Together* State initiative to identify and address needs to help Early Intervention families feel more connected.
- Identify and participate in various community organizations to better foster collaboration and increase awareness of available services.
- Continue conservative fiscal management of the Children with Special Needs Programs while meeting Federal and State regulations.
- Continue to work with and utilize the preschool software program intended for billing Medicaid to maximize reimbursement of eligible services and efficiently capture data that will be useful in completing reports to assist in better program management.
- Work with the preschool software program to develop procedures to review and address denied Medicaid claims.
- Continue to develop procedures for monitoring of services provided in the Early Intervention and Preschool Special Education Program to ensure that plans developed for each child match both their needs and their ability to participate.
- Continue to identify models and procedures which will promote efficient use of providers' time as well as maximizing desired results for children and families.
- Work with New York State BEI and regional/local agencies to determine the impact of Health Homes for Children and respond accordingly.

### **2019 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.

- 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.
- The New York State Department of Health does not have a target date when system reports in NYEIS will be fully operational. The Bureau of Early Intervention has been routinely providing reports not currently available in NYEIS to municipalities to improve the ability to meet federal and state performance standards.
- The New York State Early Intervention State Fiscal Agent continues to work to maximize insurance payments for covered services in the Early Intervention Program. Third party insurance coverage of services in the Early Intervention Program remains marginal, with Medicaid and Escrow funds bearing the majority of the costs.
- Ongoing and increasing requirements of children with disabilities and developmental delays will continue to challenge the department to find resources to meet their needs. As the national incidence of young children diagnosed as having Autism rises, the increase is being seen at the local level as well. This will continue to present a challenge to identify appropriate services that will adequately support them and meet their needs.
- Understanding of the effects of Adverse Childhood Experiences is emerging. Focus efforts to increase awareness and develop ways to support survivors.

Health 25060004 Maternal Child Health and Development		As of 7/5/2018			
<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Public Health Nurse***	17 CSEA	3	3	3	3
Preschool Special Education Program Coord.	17 CSEA	1	1	1	1
Early Intervention Service Coordinator*	16 CSEA	6	6	6	6
Health Information Technician	11 CSEA	1	1	1	1
Total Full-Time Positions		11	11	11	11
<u>Part-Time Positions</u>					
Director of Children w/Spec. Needs Program	C Admin	1	1	1	1
Dir of Maternal Child Health & Development	C Admin	1	1	1	1
Supervising Public Health Nurse	20 BAPA	1	1	1	1
Children w/Spec. Needs Program Supervisor	20 BAPA	1	1	1	1
Public Health Nurse	17 CSEA	2	2	2	2
Secretary	13 CSEA	1	1	1	1
Keyboard Specialist**	8 CSEA	2	2	1	1
Health Program Specialist	8 CSEA	1	1	1	1
Total Part-Time Positions		10	10	9	9
Total Positions		21	21	20	20

\* One position unfunded since 2012

\*\* One .4 FTE position unfunded in 2018, abolished in 2019

\*\*\*One position unfunded in 2019



BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 25000000 Health  
 DIV: 06 Health-Maternal Child Health & Dev

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000112 STUDENT TUITION, PT DAY	1,100	1,800	600	1,100	1,100
5000118 FEES FOR SERVICES	1,383,005	1,075,045	880,064	1,121,744	1,121,744
5000331 CHARGEBACK TO GRANTS	3,000	0	0	0	0
5000333 OTHER DEPARTMENTAL CHARGEBACK	124,300	134,128	47,883	126,804	126,804
5000335 COPIER CHARGEBACK	4,469	3,771	1,180	2,400	2,400
5000426 MISCELLANEOUS	110	0	110	0	0
5000428 OTHER CHARGES	27,789	0	29,810	0	0
<b>0000002 Departmental Income Totals</b>	<b>1,543,773</b>	<b>1,214,744</b>	<b>959,647</b>	<b>1,252,048</b>	<b>1,252,048</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	1,327	0	33	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>1,327</b>	<b>0</b>	<b>33</b>	<b>0</b>	<b>0</b>
<b>0000008 State Aid</b>					
5000808 OTHER STATE AID	313,664	296,594	438,961	388,340	388,340
5000811 EDUCATION-HANDICAPPED CHILDREN	2,926,757	3,329,685	2,145,695	3,393,444	3,393,444
5000821 PUBLIC HEALTH WORK	217,923	201,132	93,774	163,644	163,644
<b>0000008 State Aid Totals</b>	<b>3,458,344</b>	<b>3,827,411</b>	<b>2,678,430</b>	<b>3,945,428</b>	<b>3,945,428</b>
<b>Rev Total for Div: 2506</b>	<b>5,003,444</b>	<b>5,042,155</b>	<b>3,638,110</b>	<b>5,197,476</b>	<b>5,197,476</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	404,664	448,101	236,516	408,746	408,746
6001001 SALARIES PART-TIME	266,237	280,059	163,204	271,905	274,404
6001002 SALARIES TEMPORARY	66,484	60,501	34,912	50,087	50,087
6001003 SALARIES OVERTIME	4,905	3,242	2,730	4,369	4,369
<b>0000010 Personnel Service Totals</b>	<b>742,290</b>	<b>791,903</b>	<b>437,362</b>	<b>735,107</b>	<b>737,606</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	77	80	0	80	80

REPORT:BF033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating

DEPT: 25000000 Health

DIV: 06 Health-Maternal Child Health &amp; Dev

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004012 OFFICE SUPPLIES	2,781	3,500	1,180	3,500	3,500
6004045 TRAINING AND EDUCATIONAL SUPPL	1,646	1,650	0	1,650	1,650
6004060 NURSING SUPPLIES	0	1,400	206	1,000	1,000
6004062 MEDICAL LAB & CLINIC SUPPLIES	706	0	0	0	0
6004100 POSTAGE AND FREIGHT	88	100	32	100	100
6004105 DUES AND MEMBERSHIPS	284	230	0	284	284
6004137 ADVERTISING AND PROMOTION EXPE	411	0	0	0	0
6004146 SUBCONTRACTED PROGRAM EXPENSE	841,022	872,220	792,911	1,275,255	1,275,255
6004149 CASE ADMINISTRATION	30,680	46,618	25,400	48,311	48,311
6004160 MILEAGE AND PARKING-LOCAL	10,996	14,060	6,707	10,829	10,829
6004161 TRAVEL HOTEL AND MEALS	14	200	5	50	50
6004162 EDUCATION AND TRAINING	75	275	131	100	100
6004164 NON-EMPLOYEE TRAVEL HOTEL & ME	16,997	15,964	13,504	16,368	16,368
6004196 COPYING MACHINE RENTALS	1,822	3,348	1,953	3,000	3,000
6004405 REHAB AND THERAPY SERVICES	1,764,272	1,603,482	1,089,903	1,790,855	1,790,855
6004413 OTHER HEALTH AND MEDICAL SERVI	393,934	359,104	181,062	393,934	393,934
6004571 EDUCATION OF HANDICAPPED CHILD	3,748,739	3,813,211	1,913,318	4,044,583	4,044,583
6004573 OTHER FEES FOR SERVICES	16,374	43,705	17,810	41,342	41,342
6004574 CLASSROOM AIDES	388,186	279,105	150,577	414,237	414,237
<b>0000040 Contractual Expenditures Totals</b>	<b>7,219,104</b>	<b>7,058,252</b>	<b>4,194,699</b>	<b>8,045,478</b>	<b>8,045,478</b>
<b>0000041 Chargeback Expenses</b>					
6004606 TELEPHONE BILLING ACCOUNT	8,742	9,073	2,666	10,187	10,187
6004609 DATA PROCESSING CHARGEBACKS	118,259	108,146	37,627	118,259	118,259
6004614 OTHER CHARGEBACK EXPENSES	1,258	1,495	712	1,225	1,225
6004615 GASOLINE CHARGEBACK	201	139	240	363	363
6004616 FLEET SERVICE CHARGEBACK	654	426	618	752	752
6004617 DUPLICATING/PRINTING CHARGEBAC	8,732	6,544	1,673	8,732	8,732
6004618 OFFICE SUPPLIES CHARGEBACK	4,498	4,423	1,734	4,498	4,498
<b>0000041 Chargeback Expenses Totals</b>	<b>142,344</b>	<b>130,246</b>	<b>45,270</b>	<b>144,016</b>	<b>144,016</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,525	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,525</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	1	0	0	0	0

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 25000000 Health  
 DIV: 06 Health-Maternal Child Health & Dev

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000070 Interest on Indebtedness Totals	1	0	0	0	0
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	103,384	120,406	63,926	108,644	109,086
6008002 SOCIAL SECURITY	52,945	59,710	31,357	56,234	56,426
6008004 WORKERS COMPENSATION	10,549	8,546	4,294	8,885	8,885
6008006 LIFE INSURANCE	241	315	153	285	285
6008007 HEALTH INSURANCE	170,662	186,058	98,744	199,812	199,812
6008009 RETIREE HEALTH INSURANCE	126,255	125,800	88,286	132,568	132,568
6008010 DISABILITY INSURANCE	1,171	1,234	686	961	961
<b>0000080 Employee Benefits Totals</b>	<b>465,207</b>	<b>502,069</b>	<b>287,446</b>	<b>507,389</b>	<b>508,023</b>
<b>Exp Total for Div: 2506</b>	<b>8,570,471</b>	<b>8,482,470</b>	<b>4,964,777</b>	<b>9,431,990</b>	<b>9,435,123</b>
<b>Total for Div: 25000000</b>	<b>-3,567,027</b>	<b>-3,440,315</b>	<b>-1,326,667</b>	<b>-4,234,514</b>	<b>-4,237,647</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 25000000 Health  
DIV: 07

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000008 State Aid					
5000841 STATE AID - FAMILY & CHILDREN'	41,457	0	0	0	0
0000008 State Aid Totals	41,457	0	0	0	0
0000009 Federal Aid					
5000912 HEALTH DEPT - FEDERAL	2,397,206	0	0	0	0
0000009 Federal Aid Totals	2,397,206	0	0	0	0
Rev Total for Div: 2507	2,438,663	0	0	0	0
0000040 Contractual Expenditures					
6004308 TANF	2,438,663	0	0	0	0
0000040 Contractual Expenditures Totals	2,438,663	0	0	0	0
Exp Total for Div: 2507	2,438,663	0	0	0	0
Total for Div: 25000000	0	0	0	0	0
Total for Dept: 25000000	-6,312,268	-6,684,549	-2,878,453	-7,357,587	-7,368,909

# MENTAL HEALTH

Commissioner

## Contract Agencies

## County-Operated

### Alcohol and Substance

Addiction Center of Broome County  
 Dual Recovery  
 Family Support Navigator  
 Outpatient Treatment  
 Peer Advocate  
 Rehabilitation  
 Fairview Recovery Services  
 Addiction Stabilization Center  
 Supportive Living  
 Fairview Halfway House  
 Merrick Halfway House  
 Shelter Plus Care  
 Vocational Rehabilitation  
 Helio Health  
 Binghamton Evaluation Center  
 Lourdes Hospital  
 Alcohol & Drug Education  
 Prevention Team (ADEPT)  
 Student Assistance Program

### Developmental Disabilities

Achieve (ARC)  
 Workshop

### Division Of Criminal Justice Services (DCJS)

Southern Tier AIDS Program  
 Reentry

### Mental Health

Broome Tioga BOCES  
 Promise Zone  
 Binghamton University  
 Promise Zone  
 Catholic Charities  
 ACT Team  
 Advocacy  
 Café 290  
 Children and Youth Re-entry  
 Community Respite  
 Drop In Center  
 Health Home  
 High Fidelity Wrap  
 Non-Medicaid Case  
 Management  
 Parent Partners  
 Peer Counselor  
 Residential  
 Transportation  
 Children's Home of Wyoming  
 Conference  
 Family Support Services  
 Clear Path for Veterans  
 Veteran Peer to Peer Support  
 Community Options of New York  
 Supported Employment  
 Coordinated Care Services Inc.  
 Children's SPOA  
 Fairview Recovery Services  
 MICA Network  
 Family and Children's Society  
 School Based Initiative  
 Outreach  
 Vocational Education

### Mental Health

Mental Health Association of the  
 Southern Tier  
 Advocacy  
 Beacon Drop In Center  
 Compeer & Compeer Youth  
 Crisis Intervention Team  
 Crisis Respite  
 Mentoring  
 Multicultural Initiative  
 Non-Medicaid Case Management  
 Project Uplift  
 Peer Educators  
 Parent Partners  
 Peer In Home Companion Respite  
 Self-Help Independence Project  
 Sunrise Wellness Center  
 Our Lady of Lourdes Hospital  
 Mental Health Juvenile Justice  
 United Health Systems  
 CPEP-Crisis Center  
 HOME Program

### New Program

Jail Substance Use Disorder

### Community Mental Health

Local Government Unit  
 Adult SPOA  
 Forensic Court-Ordered  
 Examinations and  
 Evaluations  
 Performance and Contract  
 Management

### Grant Management

Drug Free Communities

## **Mental Health Mental Health Services**

### **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 and 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 culturally diverse population of recipients.

**County Operations:** The department's primary role is to facilitate and oversee the continuum of mental hygiene services in Broome County.

Over the last decade the role of this department has changed. The department had been a service provider only. It now has a significant role in contract management for services provided by not-for profit agencies.

### **Description**

The Mental Health Commissioner/Local Government Unit (LGU) is mandated to plan, develop, coordinate and evaluate all local services for the three disabilities encompassed by Mental Hygiene (OMH, OPWDD, and OASAS). This requires interaction on the state level with three separate agencies: Office of Mental Health (OMH), Office of People with Developmental Disabilities (OPWDD), 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 Department oversees a \$26 million system of care.

The Forensic Unit performs court-ordered mental health evaluations as mandated under New York State Mental Hygiene Law. The Unit completes 9.45 emergency police transport assessments and orders. It conducts New York State Safe Act mandated local reviews. The staff also works with seriously mentally ill individuals released from correctional facilities to transition to appropriate community services. The Unit is responsible for initiating and following all court ordered outpatient mental health treatment clients.

### **2019 Objectives**

- 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.

### **2019 Budget Highlights**

Mental Health requested a 1.3% cut in County Support.

Mental Health 26000004

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/18 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Commissioner of Comm. Mental Health Svcs	I Admin	1	1	1	1
Mental Health Program Coordinator (40)	24 BAPA	0	0	1	1
Mental Health Program Coordinator (40)	23 BAPA	1	1	0	0
Keyboard Specialist	8 CSEA	1	1	1	1
Total Full-Time Positions		3	3	3	3
<u>Part-Time Positions</u>					
None		0	0	0	0
Total Part-Time Positions		0	0	0	0
Total Positions		3	3	3	3

\* One position unfunded in 2016, abolished in 2017



REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 26000000 Mental Health

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000120 MENTAL HEALTH FEES	1,300	584	438	1,050	1,050
5000333 OTHER DEPARTMENTAL CHARGEBACK	35,670	65,238	13,801	26,853	26,853
5000426 MISCELLANEOUS	54,960	10,101	29,223	39,841	39,841
<b>0000002 Departmental Income Total</b>	<b>91,930</b>	<b>75,923</b>	<b>43,462</b>	<b>67,744</b>	<b>67,744</b>
<b>0000007 Misc Interfund Revenues</b>					
5000545 CREDIT CARD REBATES	4	0	2	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>0000008 State Aid</b>					
5000827 MENTAL HEALTH ADMINISTRATION	209,090	129,100	69,323	130,273	130,273
<b>0000008 State Aid Total</b>	<b>209,090</b>	<b>129,100</b>	<b>69,323</b>	<b>130,273</b>	<b>130,273</b>
<b>0000009 Federal Aid</b>					
5000916 FEDERAL AID - MENTAL HEALTH CL	72,003	80,000	0	80,000	80,000
<b>0000009 Federal Aid Total</b>	<b>72,003</b>	<b>80,000</b>	<b>0</b>	<b>80,000</b>	<b>80,000</b>
<b>Rev Totals for Dept: 26000000</b>	<b>373,027</b>	<b>285,023</b>	<b>112,787</b>	<b>278,017</b>	<b>278,017</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	111,174	129,252	58,994	124,878	125,306
6001001 SALARIES PART-TIME	4,509	0	13,068	0	0
<b>0000010 Personnel Service Totals</b>	<b>115,683</b>	<b>129,252</b>	<b>72,062</b>	<b>124,878</b>	<b>125,306</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	413	533	239	533	533
6004012 OFFICE SUPPLIES	10,677	3,000	978	3,000	3,000
6004021 BLDG MAINTENANCE SUPPLIES	53	150	0	150	150

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 26000000 Mental Health

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004030 FOOD AND BEVERAGES	250	250	1,081	250	250
6004046 GAS OIL GREASE AND DIESEL FUEL	0	150	0	150	150
6004048 MISC OPERATIONAL SUPPLIES	0	500	866	500	500
6004056 COMPUTER EQUIPMENT(NON CAPITAL	194	3,197	1,403	3,197	3,197
6004100 POSTAGE AND FREIGHT	0	250	0	250	250
6004105 DUES AND MEMBERSHIPS	7,069	7,260	6,509	7,454	7,454
6004106 GENERAL OFFICE EXPENSES	99	500	99	500	500
6004137 ADVERTISING AND PROMOTION EXPE	18	150	0	150	150
6004160 MILEAGE AND PARKING-LOCAL	137	325	0	325	325
6004161 TRAVEL HOTEL AND MEALS	35	750	198	750	750
6004162 EDUCATION AND TRAINING	0	750	0	750	750
6004165 ADVISORY BD/TRUSTEES EXPENSES	882	1,080	616	1,080	1,080
6004169 DAY TRIP MEAL REIMBURSEMENT	10	0	0	0	0
6004196 COPYING MACHINE RENTALS	711	2,732	1,559	2,732	2,732
6004573 OTHER FEES FOR SERVICES	42,119	65,094	15,517	145,094	145,094
<b>0000040 Contractual Expenditures Totals</b>	<b>62,667</b>	<b>86,671</b>	<b>29,065</b>	<b>166,865</b>	<b>166,865</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	6,366	4,928	2,464	889	889
6004604 DPW SECURITY CHARGEBACKS	342	228	180	234	234
6004605 COUNTY ATTORNEY CHARGEBACKS	10,523	30,625	0	30,625	30,625
6004606 TELEPHONE BILLING ACCOUNT	3,694	10,500	1,187	4,232	4,232
6004609 DATA PROCESSING CHARGEBACKS	55,158	59,153	27,826	56,638	56,638
6004610 PERSONNEL SERVICES CHARGEBACKS	3,136	3,142	1,571	0	0
6004614 OTHER CHARGEBACK EXPENSES	10	50	20	30	30
6004617 DUPLICATING/PRINTING CHARGEBAC	20	50	92	112	112
6004618 OFFICE SUPPLIES CHARGEBACK	475	643	261	586	586
6004619 BUILDING SERVICE CHARGEBACK	53	0	0	0	0
6004621 BUILDING AND LAND RENTAL CHARG	53,813	55,937	29,336	53,903	53,903
<b>0000041 Chargeback Expenses Totals</b>	<b>133,590</b>	<b>165,256</b>	<b>62,937</b>	<b>147,249</b>	<b>147,249</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,157	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,157</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	475	0	0	0	0

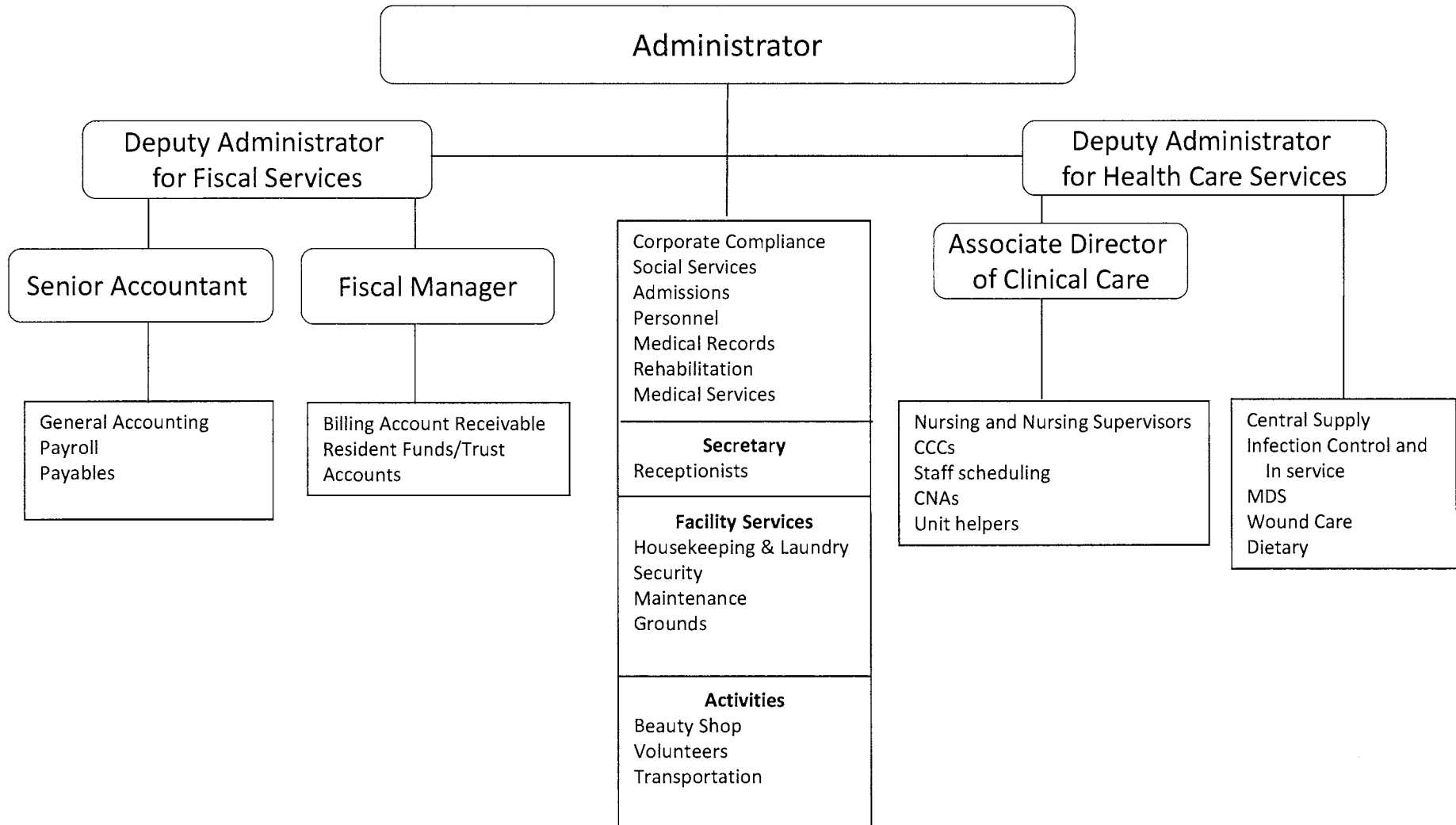
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 26000000 Mental Health

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000070 Interest on Indebtedness Totals	475	0	0	0	0
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	23,773	23,292	10,394	18,709	18,754
6008002 SOCIAL SECURITY	8,488	9,888	5,204	9,555	9,588
6008004 WORKERS COMPENSATION	36,814	41,903	20,369	44,993	44,993
6008006 LIFE INSURANCE	31	33	22	33	33
6008007 HEALTH INSURANCE	23,178	25,722	14,232	25,238	25,238
6008009 RETIREE HEALTH INSURANCE	384,048	405,776	248,832	388,872	388,872
6008010 DISABILITY INSURANCE	64	88	14	80	80
6008013 HEALTH INS - RETIRE INCENTIVE	22,215	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>498,611</b>	<b>506,702</b>	<b>299,067</b>	<b>487,480</b>	<b>487,558</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	260,026	332,935	113,262	275,295	275,295
<b>0000090 Transfers Totals</b>	<b>260,026</b>	<b>332,935</b>	<b>113,262</b>	<b>275,295</b>	<b>275,295</b>
<b>Exp Totals for Dept: 26000000</b>	<b>1,072,209</b>	<b>1,220,816</b>	<b>576,393</b>	<b>1,201,767</b>	<b>1,202,273</b>
<b>Total for Dept: 26000000</b>	<b>-699,182</b>	<b>-935,793</b>	<b>-463,606</b>	<b>-923,750</b>	<b>-924,256</b>

# Willow Point Nursing Home



## **Willow Point Rehabilitation and Nursing Center**

### **Mission Statement**

It is the mission of the Willow Point Rehabilitation and Nursing Center (WPRNC) to serve the elderly and disabled individuals of Broome County that need skilled nursing care and short-term rehabilitation. This includes a comprehensive interdisciplinary approach to care planning with emphasis on quality of life, preservation of dignity and independence for the residents. The team at WPRNC is committed to meeting the physical, emotional, social and spiritual needs of the residents.

### **Description**

Broome County's Willow Point Rehabilitation and Nursing Center has provided skilled nursing care since 1969.

WPRNC is licensed to care for up to 300 residents. The facility is made up of three separate buildings that are connected on at least one level. The *South Building* was built in 1969, which includes three floors, each with single, and double bedrooms. The *North Building* built in 1971, contains two floors with a mix of single and double bedrooms. In 2016 the first floor became home to the new rehabilitation unit composed of 39 single beds. This included a new gym with upgraded equipment to enhance the rehabilitation experience. The newest building; *West Wing* was built in 1988. The *West Wing* is comprised of a 43-bed secure nursing unit for Alzheimer's and dementia care of residents who are also at risk for wandering unsafely. One floor is designated primarily for sub-acute care or short-term rehabilitation services. The rest of the facility provides a variety of skilled nursing care services.

Federal and State regulations dictate the standards required to operate a skilled nursing facility. The New York State Department of Health (NYSDOH) is the licensing and lead oversight entity that is responsible for ensuring regulatory compliance. NYSDOH conducts routine, unannounced inspections and complaint investigations. WPRNC is required to meet all standards or pay penalties, fines and potentially disqualification from the Medicare and Medicaid programs (the primary payment sources). As a government-sponsored facility, there are additional requirements that must be met. For example, State Civil Service employment, Broome County purchasing processes and cash-based accounting rules.

The Administrator relies on the other Administration and general staff to meet the regulations. The Personnel Coordinator is responsible for employee hiring, corrective actions, and discharges.

The Fiscal Department is divided into four supervised areas: Payroll, Accounts Receivable and Resident Banking, Accounts Payable and Budget, General Ledger Accounting and Cost Reporting. Each area has specifically assigned support staff. The Fiscal Services Department is overseen by the Deputy Administrator for Fiscal Services, who reports directly to the Administrator.

The Administration umbrella also encompasses several other areas of the facility including the Admissions department, Barber and Beauty Services, the Medical Director's office, Health Information Management department, Therapeutic Recreation (Activities) and Volunteers.

### 2019 Objectives

The primary objective for WPRNC is to provide quality resident care in a caring and cost-responsible manner. Everything that Willow Point does for our nursing home residents must strive to meet this goal.

- Continue to develop and coach the leadership team and focus on attracting and retaining talent that consistently exceed expectations in resident care.
- Decrease re-hospitalization rates by utilizing internal resources and knowledge to provide care prior to hospitalization becoming necessary.
- While it is impossible to eliminate DOH complaints and findings, it is necessary to implement processes to improve documentation and processes.
- Increasing staffing to appropriate levels will provide support in all areas of the skilled nursing facility.
- Continually develop relationships with outside providers and facilitators, such as the hospital systems, DSRIP, and Remedy Partners.
- Reorganization of the Fiscal Services Department (on a trial basis) to determine if fewer staff with the current knowledge base can perform efficiently, effectively, and economically.

### 2019 Budget Highlights

The 2019 objectives were applied in making budget decisions. Several changes were made to revenues and expenses to reflect a realistic proposed budget.

### Revenue

- Revenue projections reflect a 97% occupancy level. Decreasing the re-hospitalization rate will improve the confidence that the local hospitals have in our abilities to meet the needs of long and short-term residents. The facility's quality measures have improved year over year, further solidifying our reputation with the hospitals, our primary referral base. The facility will continue to foster these relationships to poise for the future.
- Medicare rates are based on 2018 historical utilization experience and include a CMS projected increase of approximately 2%. Medicaid rates are based on current case mix acuity of the residents. NYS DOH is proposing changes to the CMI component of the Medicaid reimbursement rate, and these changes are not finalized at the time of budget submission. Rates have been held steady to conservatively prepare for and weather any changes.
- The projected occupancy rate is calculated and predicted using 2017 and 2018 year-to-date census statistics.
- All other revenue amounts are based on historical information.
- The Intergovernmental Transfer Program (IGT) that benefits County Nursing Homes is under review for 2019 participation. While this may change, the proposed budget reflects the anticipation that the county will be able to match IGT.

## Expenses

- Expenses reflect the continuing challenge of providing quality resident care and services in facility with increasing infrastructure needs.
- There are no proposed layoffs. Every vacant position continues to be evaluated before hiring to seek improving efficiencies and reducing expenses.
- Staffing realignments have either been made or proposed in Fiscal Services, Administration (Admissions), and Nursing Administration that result in savings and more efficient operations.

Willow Point Nursing Home/Administration & General  
27010104 27010304 27010504

<u>Title of Position</u>	<u>Grade/Unit</u>	2017	As of	2019	2019
		<u>Actuals</u>	7/5/18 <u>Current Authorized</u>	<u>Requested</u>	<u>Recommended</u>
<u>Full-Time Positions</u>					
Nursing Home Administrator	O Admin	1	1	1	1
Deputy NH Administrator-Fiscal Services	F Admin	1	1	1	1
Personnel Coordinator/Corporate Compliance	20 Admin	1	1	1	1
Personnel Clerk	9 Admin	1	1	1	1
Supervising Nurse I / II	22/21 BAPA	0	0	1	1
Senior Accountant	18 BAPA	1	1	1	1
Fiscal Manager	17 BAPA	1	1	1	1
Health Information Administrator	14 BAPA	1	1	1	1
Admission Coordinator	22 CSEA	1	1	1	1
Senior RPN (RN-Admissions)	22 CSEA	1	1	0	0
RPN NH - Admissions	21 CSEA	1	1	1	1
Accountant (County)**	16 CSEA	2	2	2	2
Principal Billing Specialist	15 CSEA	0	0	1	1
Secretary	13 CSEA	1	1	1	1
Senior Billing Specialist***	13 CSEA	1	1	3	3
Health Information Technician	11 CSEA	2	2	2	2
Program Assistant	10 CSEA	1	1	1	1
Senior Account Clerk	9 CSEA	2	2	2	2
Billing Specialist****	9 CSEA	2	2	2	2
Account Clerk	7 CSEA	2	2	2	2
Clerk	6 CSEA	5	5	5	5
Total Full-Time Positions		28	28	31	31
<u>Part-Time Positions</u>					
Account Clerk Typist*	7 CSEA	1	0	0	0
Clerk	6 CSEA	4	4	4	4
Total Part-Time Positions		5	4	4	4
Total Positions		33	32	35	35

\* One position abolished in 2018

\*\* One position unfunded

\*\*\* One position unfunded

\*\*\*\*Two positions unfunded



REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
 DEPT: 27000000 Willow Point  
 DIV: 01 Willow Point-Admin & General

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
27000000 Willow Point					
<b>0000002 Departmental Income</b>					
5000105 XEROX MACHINE	1,752	200	130	1,800	1,800
5000125 MEDICARE PART B	521,836	390,000	167,038	420,000	420,000
5000179 CHARGES FOR SERVICES	0	0	863,887	0	0
5000206 CHARGES FOR SERVICES	22,436	0	17,168	20,335	20,335
5000210 SNF MEDICARE	3,385,122	5,305,595	1,785,109	5,820,863	5,820,863
5000212 SNF PRIVATE	2,988,205	3,797,011	3,401,898	4,534,133	4,534,133
5000218 SNF NAMI-PATIENT SHARE	2,193,870	3,264,000	1,116,051	3,264,000	3,264,000
5000238 COMMERCIAL INSURANCE	381,417	1,148,118	243,299	167,010	167,010
5000426 MISCELLANEOUS	146,359	337,077	288,943	250,000	250,000
5000428 OTHER CHARGES	958	0	1,446	958	958
5000431 MISCELLANEOUS	36,173	215,325	25,465	562,077	562,077
<b>0000002 Departmental Income Totals</b>	<b>9,678,128</b>	<b>14,457,326</b>	<b>7,910,434</b>	<b>15,041,176</b>	<b>15,041,176</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	16,456	2,000	8,658	10,000	10,000
5000470 VENDING MACHINE	2,420	1,800	3,063	2,500	2,500
<b>0000003 Use of Money Totals</b>	<b>18,876</b>	<b>3,800</b>	<b>11,721</b>	<b>12,500</b>	<b>12,500</b>
<b>0000007 Misc Interfund Revenues</b>					
5000534 TRANSFER FROM INSURANCE RESERV	2,025	125,000	125,000	0	0
5000545 CREDIT CARD REBATES	2,012	500	517	1,000	1,000
5000546 Trust Account Inflows	125	0	0	0	0
5000570 EARNINGS ON TEMPORARY INVESTME	738	0	0	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>4,900</b>	<b>125,500</b>	<b>125,517</b>	<b>1,000</b>	<b>1,000</b>
<b>0000009 Federal Aid</b>					
5000949 SNF MEDICAID - FEDERAL	17,298,198	13,873,973	9,519,631	14,927,814	14,927,814
<b>0000009 Federal Aid Totals</b>	<b>17,298,198</b>	<b>13,873,973</b>	<b>9,519,631</b>	<b>14,927,814</b>	<b>14,927,814</b>
<b>Rev Total for Div: 2701</b>	<b>27,000,102</b>	<b>28,460,599</b>	<b>17,567,303</b>	<b>29,982,490</b>	<b>29,982,490</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 01 Willow Point-Admin & General

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	1,223,250	1,264,392	637,848	1,234,744	1,240,340
6001001 SALARIES PART-TIME	53,670	43,864	33,756	55,057	55,057
6001002 SALARIES TEMPORARY	0	0	6,528	0	0
6001003 SALARIES OVERTIME	41,942	48,093	5,686	49,413	49,413
6001012 HOLIDAY OVERTIME PAY	574	3,156	288	3,408	3,408
6001014 INCENTIVES	0	0	0	20,000	20,000
<b>0000010 Personnel Service Totals</b>	<b>1,319,436</b>	<b>1,359,505</b>	<b>684,106</b>	<b>1,362,622</b>	<b>1,368,218</b>
<b>0000020 Equipment and Capital Outlay</b>					
6002401 OFFICE FURNITURE	0	1,379	0	550	550
6002503 COMPUTER EQUIPMENT	0	6,320	3,642	4,600	4,600
6002703 OTHER INSTITUTIONAL EQUIPMENT	0	600	0	0	0
<b>0000020 Equipment and Capital Outlay Totals</b>	<b>0</b>	<b>8,299</b>	<b>3,642</b>	<b>5,150</b>	<b>5,150</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	1,181	680	941	1,180	1,180
6004012 OFFICE SUPPLIES	8,880	9,915	3,614	9,300	9,300
6004030 FOOD AND BEVERAGES	177	350	162	0	0
6004048 MISC OPERATIONAL SUPPLIES	1,095	2,040	503	2,100	2,100
6004053 RECREATIONAL AND ACTIVITY SUPP	1,036	2,800	637	1,000	1,000
6004100 POSTAGE AND FREIGHT	46	150	18	200	200
6004105 DUES AND MEMBERSHIPS	21,670	26,730	25,941	24,540	24,540
6004106 GENERAL OFFICE EXPENSES	11,181	1,500	2,193	2,900	2,900
6004126 RECREATIONAL AND ACTIVITY EXPE	5,465	2,000	2,315	2,400	2,400
6004137 ADVERTISING AND PROMOTION EXPE	7,656	13,450	1,385	14,300	14,300
6004138 OTHER OPERATIONAL EXPENSES	-3	0	0	0	0
6004160 MILEAGE AND PARKING-LOCAL	2,614	4,000	1,408	3,700	3,700
6004161 TRAVEL HOTEL AND MEALS	2,487	2,750	343	3,850	3,850
6004162 EDUCATION AND TRAINING	6,841	5,798	2,832	5,100	5,100
6004168 OTHER PERSONNEL EXPENSES	1,207	800	444	860	860
6004196 COPYING MACHINE RENTALS	12,503	8,064	6,224	9,588	9,588
6004203 INSURANCE CLAIMS	1,900	125,000	125,000	0	0
6004255 CONTRACTED SERVICES	72,375	0	2,175	17,500	17,500
6004256 SERVICES	1,709	0	1,047	0	0
6004411 PHYSICIAN SERVICES	65,000	65,000	27,083	65,000	65,000
6004412 HEALTH & MEDICAL SERVICES EXPE	3,040	0	10,132	20,000	20,000
6004500 ACCTG AND COST ALLOCATION SERV	1,500	3,000	1,500	1,500	1,500
6004504 OTHER FINANCIAL SERVICES	66,713	80,000	13,249	80,000	80,000

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
 DEPT: 27000000 Willow Point  
 DIV: 01 Willow Point-Admin & General

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004537 INVESTIGATIONS EXPENSES	11,488	9,660	9,920	13,775	13,775
6004573 OTHER FEES FOR SERVICES	17,252	31,000	9,116	30,000	30,000
6004575 INCENTIVE	0	0	2,309	18,500	18,500
6004580 BAD DEBT EXPENSE	1,460,646	0	0	0	0
6004592 STATE REVENUE REFUND	1,461,873	1,569,998	859,812	1,608,060	1,608,060
6004594 LOSS ON DISPOSITION OF ASSETS	444,149	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>3,691,681</b>	<b>1,964,685</b>	<b>1,110,303</b>	<b>1,935,353</b>	<b>1,935,353</b>
<b>0000041 Chargeback Expenses</b>					
6004601 INDIRECT COSTS	590,606	583,173	0	659,471	659,471
6004602 INSURANCE PREMIUM CHARGEBACK	158,618	166,107	83,053	307,930	307,930
6004606 TELEPHONE BILLING ACCOUNT	44,941	43,542	17,908	51,862	51,862
6004609 DATA PROCESSING CHARGEBACKS	528,051	582,105	290,657	637,450	637,450
6004610 PERSONNEL SERVICES CHARGEBACKS	23,000	0	0	0	0
6004614 OTHER CHARGEBACK EXPENSES	39,008	27,703	149	884	884
6004617 DUPLICATING/PRINTING CHARGEBAC	10,448	9,896	8,630	13,808	13,808
6004618 OFFICE SUPPLIES CHARGEBACK	7,155	9,343	4,287	9,079	9,079
<b>0000041 Chargeback Expenses Totals</b>	<b>1,401,827</b>	<b>1,421,869</b>	<b>404,684</b>	<b>1,680,484</b>	<b>1,680,484</b>
<b>0000042 Depreciation</b>					
6004801 DEPRECIATION - BUILDINGS	50,124	0	0	0	0
6004802 DEPRECIATION - BLDG IMPROVEMEN	339,198	0	0	0	0
6004803 DEPRECIATION - IMPROV O/T BLDG	5,908	0	0	0	0
6004804 DEPRECIATION - MOTOR VEHICLES	14,850	0	0	0	0
6004805 DEPRECIATION - MACHINERY & EQU	188,752	0	0	0	0
<b>0000042 Depreciation Totals</b>	<b>598,832</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	-28,417	217,599	110,480	203,936	204,577
6008002 SOCIAL SECURITY	92,437	104,769	47,584	104,242	104,670
6008004 WORKERS COMPENSATION	11,490	10,454	5,429	9,710	9,710
6008006 LIFE INSURANCE	433	450	282	435	435
6008007 HEALTH INSURANCE	299,384	321,137	177,584	330,558	330,558
6008008 OPEB - HEALTH INSURANCE	1,516,543	0	0	0	0
6008009 RETIREE HEALTH INSURANCE	153,214	169,775	108,486	167,771	167,771
6008010 DISABILITY INSURANCE	1,868	2,024	1,135	1,680	1,680
6008011 UNEMPLOYMENT INSURANCE	4,034	0	0	0	0

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 01 Willow Point-Admin & General

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008015 PENSION EXPENSE	259,470	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>2,310,456</b>	<b>826,208</b>	<b>450,980</b>	<b>818,332</b>	<b>819,401</b>
<b>Exp Total for Div: 2701</b>	<b>9,322,232</b>	<b>5,580,566</b>	<b>2,653,715</b>	<b>5,801,941</b>	<b>5,808,606</b>
<b>Total for Div: 27000000</b>	<b>17,677,870</b>	<b>22,880,033</b>	<b>14,913,588</b>	<b>24,180,549</b>	<b>24,173,884</b>

## **Willow Point Rehabilitation & Nursing Center**

### **Nursing**

It is the mission of the nursing department to provide the highest quality nursing care for residents while recognizing that resident(s) and family are an integral component to the plan of care. We strive for a comprehensive interdisciplinary approach with emphasis on quality of care and quality of life, while assuring preservation of dignity, and independence for all residents.

### **Description**

The Nursing Department is supervised by the Deputy Administrator for Health Care Services (DAHCS), who also serves as the Director of Nursing, a position required by NYSDOH. The DAHCS has oversight of areas where Nursing and other departments intertwine, specifically Minimum Data Set (MDS reporting), Staff Development and In-service Training, Infection Control, Wound Care, and Central Supply. The DAHCS shares Administrative On-Call duties with the Administrator.

Day-to-day supervision of the Nursing Department is handled by the Associate Director of Clinical Care (ADON). A primary duty of the ADON is the responsibility for all resident investigation(s) including follow-up and the mandated NYS Department of Health reporting for all reportable resident incidents/accidents. The ADON reviews & investigates all resident incidents and/or accidents to determine if an incident is reportable. Another primary responsibility for the ADON is the supervision of two staffing positions. These duties include but are not limited to scheduled time for nurses, CNAs, unit helpers, maintaining rotation schedules, approval of valid reasons for time off, participation in interviews, and review of nursing applicants. Evaluations and engagement in personnel issues of all nursing

staff is another area the ADON has responsibility. At least one Registered Nurse is working in the facility 8-hours every day and is also available on-call the remaining time. Each nursing unit also has a manager with 24-hour responsibility; the Clinical Care Coordinators (CCC).

The Nursing Units, under the guidance of the Deputy Administrator for Health Services, provides leadership in resident care supervised by Clinical Care Coordinators. There are seven skilled nursing units in the facility. The Alzheimer's Dementia Unit is a secure unit. Another unit is designated to meet the needs of residents who are considered subacute. The professional nursing staff, in conjunction with the attending physician, nurse practitioner, family, and all disciplines 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 Department employs RNs, LPNs, CNAs and Unit Aides. RNs and LPNs complete assessments and identify signs and symptoms of illness that may affect a resident's overall health. Medication administration and treatments are completed routinely and as needed. Care is designed to restore and maintain resident abilities and functions for quality of care and ultimately, their quality of life. Certified Nursing Assistants maintain daily records which provide the nurse with necessary information about the progress of the residents. Unit Aides support the objectives of the department in providing basic services for residents. The work involves performing a variety of helper tasks to assist the nursing staff.

The Staff Development Department is responsible for the orientation and continued education program for all employees. Various community resources and consultants are used for presentation of programs.

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

The Infection Control Department monitors all departments for infection control compliance. The department provides an ongoing employee health program, administers resident and staff flu vaccine, administers resident pneumococcal vaccine, and administers residents, 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 the employee in education regarding Infection Control issues, while maintaining documentation compliance.

The Sub-Acute 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 provided 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.

The budget includes nursing positions necessary to meet the care needs of the residents as required by regulation. The amount of

nursing staff scheduled to work on any given day is set by a historical standard that considers the care needs of each resident.

### **2019 Objectives**

- Maintain a successful Nurse aide 100-hour training program. A full-time Nurse Trainer (formerly a part-time position) has been added to meet the current needs of the program and expand recruitment.
- Maintain case mix index at January 2018 levels.
- Continue to improve quality measures.
- Strive for a deficiency free survey.
- Advance the Interact program to reduce the amount of emergency room transfers and generate DSRIP supported revenue
- Continue efforts to reduce re-hospitalizations.

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/18 <u>Current Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Deputy NH Administrator-for Health Services	J Admin	1	1	1	1
MDS Coordinator	23 BAPA	1	1	1	1
Associate Director of Clinical Care	25 BAPA	1	1	1	1
Clinical Care Coordinator II / I	23 BAPA	7	7	7	7
Certified Nurse Aide Instructor	22 BAPA	0	0	1	1
Supervising Nurse II / I	21/22 BAPA	6	6	6	6
Infection Control Nurse	22 CSEA	1	1	1	1
Charge Nurse RPN/Sr LPN	22/16 CSEA	18	18	18	18
Senior LPN	16 CSEA				
Registered Professional Nurse	21 CSEA	27	27	27	27
RPN (WPNH)/LPN	21/15 CSEA				
Licensed Practical Nurse	15 CSEA				
Program Assistant	10 CSEA	1	1	1	1
Stores Clerk	10 CSEA	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1
Senior Clerk	8 CSEA	1	1	1	1
Certified Nursing Assistant/Nursing Assistant Trainee*	6 CSEA	127	127	126	126
Clerk	6 CSEA	1	1	1	1
Total Full-Time Positions		194	194	194	194
<u>Part-Time Positions</u>					
Supervising Nurse I / II	22/21 BAPA	3	3	1	1
Registered Professional Nurse(NH)	21 CSEA	33	33	32	32
RPN (WPNH)/LPN **	21/15 CSEA				
Licensed Practical Nurse	14 CSEA				
Unit Aide	7 CSEA	7	7	7	7
Certified Nursing Assistant/Nursing Assistant Trainee***	6 CSEA	41	41	41	41
Total Part-Time Positions		84	84	81	81
Total Positions		278	278	275	275

\*Four positions unfunded since 2015, three additional positions unfunded in 2017, six additional unfunded in 2018

\*\* Three positions unfunded in 2018

\*\*\*Four positions unfunded since 2015, four additional positions unfunded in 2017

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 06 Willow Point-Nursing

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000206 CHARGES FOR SERVICES	0	0	1,003	0	0
5000428 OTHER CHARGES	570	0	0	0	0
<b>0000002 Departmental Income Totals</b>	<b>570</b>	<b>0</b>	<b>1,003</b>	<b>0</b>	<b>0</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	1,449	0	3,600	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>1,449</b>	<b>0</b>	<b>3,600</b>	<b>0</b>	<b>0</b>
<b>0000008 State Aid</b>					
5000808 OTHER STATE AID	94,240	2,600	8,092	25,400	25,400
<b>0000008 State Aid Totals</b>	<b>94,240</b>	<b>2,600</b>	<b>8,092</b>	<b>25,400</b>	<b>25,400</b>
<b>Rev Total for Div: 2706</b>	<b>96,259</b>	<b>2,600</b>	<b>12,695</b>	<b>25,400</b>	<b>25,400</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	5,687,360	6,947,393	3,276,080	7,139,857	7,141,690
6001001 SALARIES PART-TIME	945,454	1,331,962	551,693	1,331,216	1,331,216
6001002 SALARIES TEMPORARY	823,145	609,169	478,670	531,589	531,589
6001003 SALARIES OVERTIME	1,226,381	13,907	771,417	17,020	17,020
6001004 SALARIES SHIFT DIFFERENTIAL	0	33,200	0	35,288	35,288
6001008 STAND-BY PAY	12,246	12,240	8,758	10,920	10,920
6001009 OTHER PERSONNEL SERVICES	29,571	44,150	29,867	42,950	42,950
6001012 HOLIDAY OVERTIME PAY	66,082	74,399	32,879	80,305	80,305
6001013 SIGN ON BONUS	12,272	105,000	1,228	28,000	28,000
6001014 INCENTIVES	0	0	500	20,000	20,000
<b>0000010 Personnel Service Totals</b>	<b>8,802,511</b>	<b>9,171,420</b>	<b>5,151,092</b>	<b>9,237,145</b>	<b>9,238,978</b>
<b>0000020 Equipment and Capital Outlay</b>					
6002401 OFFICE FURNITURE	0	3,461	541	1,950	1,950
6002500 GENERAL EDUCATION EQUIPMENT	0	0	1,420	400	400



BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
 DEPT: 27000000 Willow Point  
 DIV: 06 Willow Point-Nursing

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6002505 HOSPITAL MEDICAL AND LAB EQUIP	0	53,839	58,362	100,209	100,209
6002704 PHOTOGRAPHIC EQUIPMENT	0	300	0	0	0
<b>0000020 Equipment and Capital Outlay Totals</b>	<b>0</b>	<b>57,600</b>	<b>60,323</b>	<b>102,559</b>	<b>102,559</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	322	810	501	350	350
6004012 OFFICE SUPPLIES	3,045	4,100	2,299	4,300	4,300
6004045 TRAINING AND EDUCATIONAL SUPPL	786	1,650	422	1,050	1,050
6004048 MISC OPERATIONAL SUPPLIES	3,080	5,650	3,019	13,400	13,400
6004052 UNIFORMS	147	0	0	0	0
6004062 MEDICAL LAB & CLINIC SUPPLIES	297,758	279,115	145,107	273,300	273,300
6004100 POSTAGE AND FREIGHT	595	475	406	675	675
6004106 GENERAL OFFICE EXPENSES	767	1,000	220	1,000	1,000
6004136 OPERATIONAL EQUIPMENT REPAIRS	758	3,500	1,314	4,500	4,500
6004143 TRANSPORTATION SERVICES	0	200	369	100	100
6004161 TRAVEL HOTEL AND MEALS	616	500	298	500	500
6004162 EDUCATION AND TRAINING	3,290	3,000	2,706	3,000	3,000
6004168 OTHER PERSONNEL EXPENSES	7,063	9,500	5,085	11,640	11,640
6004191 OUTSIDE RENTALS-MACHINERY	23,596	28,355	22,456	33,300	33,300
6004196 COPYING MACHINE RENTALS	10,069	14,931	10,112	15,331	15,331
6004255 CONTRACTED SERVICES	4,500	0	0	0	0
6004405 REHAB AND THERAPY SERVICES	0	2,700	0	2,500	2,500
6004410 NURSING SERVICES	782,167	100,000	427,264	200,000	200,000
6004588 INTEREST AND PENALTIES	175	0	121	0	0
6004594 LOSS ON DISPOSITION OF ASSETS	4,017	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>1,142,751</b>	<b>455,486</b>	<b>621,699</b>	<b>564,946</b>	<b>564,946</b>
<b>0000041 Chargeback Expenses</b>					
6004609 DATA PROCESSING CHARGEBACKS	-2,833	0	45,799	1,450	1,450
<b>0000041 Chargeback Expenses Totals</b>	<b>-2,833</b>	<b>0</b>	<b>45,799</b>	<b>1,450</b>	<b>1,450</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	247	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>247</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 06 Willow Point-Nursing

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	-325,471	1,261,667	714,566	1,250,602	1,250,926
6008002 SOCIAL SECURITY	636,309	693,575	371,666	706,625	706,765
6008004 WORKERS COMPENSATION	460,600	441,369	225,167	402,688	402,688
6008006 LIFE INSURANCE	2,770	3,645	1,897	3,630	3,630
6008007 HEALTH INSURANCE	1,325,351	1,847,645	798,305	1,839,325	1,839,325
6008009 RETIREE HEALTH INSURANCE	1,281,752	1,337,158	851,342	1,343,260	1,343,260
6008010 DISABILITY INSURANCE	11,861	19,800	7,552	17,920	17,920
6008011 UNEMPLOYMENT INSURANCE	9,405	15,853	9,242	0	0
6008012 EMPLOYEE TUITION REIMBURSEMENT	8,412	40,000	7,300	40,000	40,000
6008015 PENSION EXPENSE	1,781,018	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>5,192,007</b>	<b>5,660,712</b>	<b>2,987,037</b>	<b>5,604,050</b>	<b>5,604,514</b>
<b>Exp Total for Div: 2706</b>	<b>15,134,683</b>	<b>15,345,218</b>	<b>8,865,950</b>	<b>15,510,150</b>	<b>15,512,447</b>
<b>Total for Div: 27000000</b>	<b>-15,038,424</b>	<b>-15,342,618</b>	<b>-8,853,255</b>	<b>-15,484,750</b>	<b>-15,487,047</b>

## **Willow Point Rehabilitation & Nursing Center**

### **Dietary**

The Dietary Division provides food service that meets the daily nutritional needs of residents and ensures that special dietary needs are recognized. The goal is to work with the food service vendor to ensure the 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. Food and beverage services are contracted with a third-party vendor.

### **2019 Objectives:**

- Work proactively with new Food Service Vendor to achieve a positive dining experience for all residents and strive for a deficiency free survey.

Willow Point Nursing Home/Dietary 27050104		As of 7/5/18			
<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Food Service Director*	20 BAPA	0	1	1	1
Total Full-Time Positions		0	1	1	1
<u>Part-Time Positions</u>					
Food Service Helper	5 CSEA	0	0	0	0
Total Part-Time Positions		0	0	0	0
Total Positions		0	1	1	1

\* One position transferred from Central Kitchen 02010001 in 2018

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BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
 DEPT: 27000000 Willow Point  
 DIV: 05 Willow Point-Dietary

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000206 CHARGES FOR SERVICES	953	0	0	0	0
5000427 CAFETERIA FEES	934	300	351	1,000	1,000
<b>0000002 Departmental Income Totals</b>	<b>1,887</b>	<b>300</b>	<b>351</b>	<b>1,000</b>	<b>1,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	305	0	65,807	0	0
5000531 GIFTS AND DONATIONS	98,096	0	0	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>98,401</b>	<b>0</b>	<b>65,807</b>	<b>0</b>	<b>0</b>
<b>Rev Total for Div: 2705</b>	<b>100,288</b>	<b>300</b>	<b>66,158</b>	<b>1,000</b>	<b>1,000</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	0	71,674	41,002	73,457	73,457
6001009 OTHER PERSONNEL SERVICES	0	300	0	0	0
<b>0000010 Personnel Service Totals</b>	<b>0</b>	<b>71,974</b>	<b>41,002</b>	<b>73,457</b>	<b>73,457</b>
<b>0000020 Equipment and Capital Outlay</b>					
6002700 KITCHEN AND DINING ROOM EQUIPM	0	8,750	7,526	29,260	29,260
<b>0000020 Equipment and Capital Outlay Totals</b>	<b>0</b>	<b>8,750</b>	<b>7,526</b>	<b>29,260</b>	<b>29,260</b>
<b>0000040 Contractual Expenditures</b>					
6004030 FOOD AND BEVERAGES	8,575	0	-711	0	0
6004031 KITCHEN AND DINING ROOM SUPPLI	-352	0	0	400	400
6004594 LOSS ON DISPOSITION OF ASSETS	238	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>8,461</b>	<b>0</b>	<b>-711</b>	<b>400</b>	<b>400</b>
<b>0000041 Chargeback Expenses</b>					
6004609 DATA PROCESSING CHARGEBACKS	953	0	0	1,012	1,012

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 05 Willow Point-Dietary

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004625 FOOD SERVICE CHARGEBACKS	2,770,499	2,733,631	1,508,687	3,088,829	3,088,829
<b>0000041 Chargeback Expenses Totals</b>	<b>2,771,452</b>	<b>2,733,631</b>	<b>1,508,687</b>	<b>3,089,841</b>	<b>3,089,841</b>
<b>0000042 Depreciation</b>					
6004805 DEPRECIATION - MACHINERY & EQU	98,096	0	0	0	0
<b>0000042 Depreciation Totals</b>	<b>98,096</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	0	12,916	7,402	12,973	12,973
6008002 SOCIAL SECURITY	0	5,483	3,118	5,619	5,619
6008004 WORKERS COMPENSATION	17,136	16,045	6,471	11,573	11,573
6008006 LIFE INSURANCE	0	15	10	15	15
6008009 RETIREE HEALTH INSURANCE	112,645	117,413	79,073	125,315	125,315
6008011 UNEMPLOYMENT INSURANCE	1	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>129,782</b>	<b>151,872</b>	<b>96,074</b>	<b>155,495</b>	<b>155,495</b>
<b>Exp Total for Div: 2705</b>	<b>3,007,791</b>	<b>2,966,227</b>	<b>1,652,578</b>	<b>3,348,453</b>	<b>3,348,453</b>
<b>Total for Div: 27000000</b>	<b>-2,907,503</b>	<b>-2,965,927</b>	<b>-1,586,420</b>	<b>-3,347,453</b>	<b>-3,347,453</b>

## **Willow Point Rehabilitation & Nursing Center**

### **Cleanliness and Safety**

The Department of Public Works (DPW) has oversight of the Maintenance, Housekeeping and Laundry Departments at Willow Point Rehabilitation & Nursing Center through a Full-Time DPW employee, the Facility Manager. The Maintenance Mechanics, under the Facility Manager's direction, are responsible for providing general and preventive maintenance for the physical plant, equipment, and grounds. The Maintenance staff is also responsible for upkeep of the facility-owned equipment including but not limited to beds, lifts, and wheelchairs.

The Housekeeping Supervisor and Assistant Housekeeping Supervisor oversee the Housekeeping Department and are charged with providing a safe and sanitary environment. The Housekeeping Department duties include all basic cleaning functions and custodial work provided by the Custodial Workers.

The Housekeeping Supervisor and Assistant Housekeeping Supervisor also oversee the laundry and Laundry Workers. They are responsible for laundering residents' personal clothing, facility curtains and draperies, and miscellaneous resident care items. Laundry also manages the contracted linen supply service.

### **2019 Budget Highlights**

- The 2019 budget request indicates a personnel change requesting that a part-time Maintenance Mechanic be upgraded to a full-time position. This request is made to be able to effectively and efficiently meet the maintenance needs of the facility. New NFPA standards and NYS Department of Health code must be met. The department handled over 2000 maintenance requests in 2017. A Preventative Maintenance program for resident

care equipment has been implemented to comply with NYS Department of Health regulations and expectations.

## Willow Point Nursing Home/Cleanliness &amp; Safety 27030204 27030304 27030404

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/18 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Housekeeping Supervisor	14 BAPA	1	1	1	1
Assistant Housekeeping Supervisor	11 CSEA	1	1	1	1
Maintenance Mechanic	10 CSEA	4	4	4	4
Maintenance Worker	7 CSEA	0	0	1	1
Custodial Worker	6 CSEA	24	24	24	24
Laundry Worker	6 CSEA	5	5	5	5
Total Full-Time Positions		35	35	36	36
<u>Part-Time Positions</u>					
Account Clerk	7 CSEA	1	1	1	1
Maintenance Worker	7 CSEA	1	1	0	0
Custodial Worker	6 CSEA	6	6	6	6
Laundry Worker	6 CSEA	1	1	1	1
Total Part-Time Positions		9	9	8	8
Total Positions		44	44	44	44



BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
 DEPT: 27000000 Willow Point  
 DIV: 03 Willow Point-Cleanliness/Safety

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000431 MISCELLANEOUS	200	0	0	0	0
<b>0000002 Departmental Income Totals</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000510 SALE OF SCRAP & EXCESS MATERIA	328	50	446	500	500
<b>0000006 Sale of Prop and Comp for Loss Totals</b>	<b>328</b>	<b>50</b>	<b>446</b>	<b>500</b>	<b>500</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	0	0	345	0	0
5000531 GIFTS AND DONATIONS	12	0	0	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>12</b>	<b>0</b>	<b>345</b>	<b>0</b>	<b>0</b>
<b>Rev Total for Div: 2703</b>	<b>540</b>	<b>50</b>	<b>791</b>	<b>500</b>	<b>500</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	1,109,004	1,148,422	556,822	1,175,705	1,175,705
6001001 SALARIES PART-TIME	118,320	107,512	78,941	96,530	96,530
6001002 SALARIES TEMPORARY	0	0	249	0	0
6001003 SALARIES OVERTIME	18,706	17,847	10,578	37,200	37,200
6001008 STAND-BY PAY	7,280	7,308	4,480	7,308	7,308
6001009 OTHER PERSONNEL SERVICES	6,616	7,400	6,816	7,500	7,500
6001012 HOLIDAY OVERTIME PAY	11,133	10,976	4,416	10,331	10,331
<b>0000010 Personnel Service Totals</b>	<b>1,271,059</b>	<b>1,299,465</b>	<b>662,302</b>	<b>1,334,574</b>	<b>1,334,574</b>
<b>0000020 Equipment and Capital Outlay</b>					
6002102 IMPROVEMENT/ALTERATIONS	0	0	11,711	0	0
6002401 OFFICE FURNITURE	0	0	103	0	0
6002600 MAINTENANCE EQUIPMENT	0	10,000	9,353	500	500
6002603 DPW BUILDING AND GROUNDS EQUIP	0	0	693	0	0
6002604 BUILDING AND GROUNDS EQUIPMENT	0	6,000	0	4,500	4,500

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating

DEPT: 27000000 Willow Point

DIV: 03 Willow Point-Cleanliness/Safety

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6002700 KITCHEN AND DINING ROOM EQUIPM	0	13,000	0	19,700	19,700
6002701 LAUNDRY AND CLEANING EQUIPMENT	0	0	1,961	0	0
6002703 OTHER INSTITUTIONAL EQUIPMENT	0	500	0	0	0
6002706 COMMUNICATIONS EQUIPMENT	0	500	0	0	0
6002709 OTHER OPERATIONAL EQUIPMENT	0	0	0	48,500	48,500
<b>0000020 Equipment and Capital Outlay Totals</b>	<b>0</b>	<b>30,000</b>	<b>23,821</b>	<b>73,200</b>	<b>73,200</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	303	0	175	300	300
6004012 OFFICE SUPPLIES	222	300	77	300	300
6004021 BLDG MAINTENANCE SUPPLIES	50,932	64,000	26,418	58,500	58,500
6004022 FUEL AND HEATING SUPPLIES	81,210	120,000	45,981	115,000	115,000
6004023 BLDG AND GROUNDS SUPPLIES	62,787	58,000	46,048	61,000	61,000
6004032 HSLD LAUNDRY & CLEANING SUPPLI	35,887	45,200	24,230	41,000	41,000
6004048 MISC OPERATIONAL SUPPLIES	9,764	11,150	4,963	11,150	11,150
6004054 SAFETY SUPPLIES	1,250	2,160	529	2,160	2,160
6004061 ENVIRONMENTAL HEALTH SUPPLIES	173,987	199,000	121,274	199,000	199,000
6004062 MEDICAL LAB & CLINIC SUPPLIES	7,190	9,000	0	0	0
6004112 BLDG GROUNDS AND EQUIP REPAIR	58,045	75,409	43,576	60,900	60,900
6004113 WATER AND SEWAGE CHARGES	76,394	85,000	52,535	85,000	85,000
6004115 ELECTRIC CURRENT	181,705	200,000	114,370	200,000	200,000
6004116 TAXES	3,538	4,100	3,532	4,000	4,000
6004117 BUILDING AND GROUNDS EXPENSES	109,033	141,280	57,391	110,850	110,850
6004121 LAUNDRY AND DRY CLEANING EXPEN	266,971	295,000	170,742	295,000	295,000
6004138 OTHER OPERATIONAL EXPENSES	2,366	1,800	760	1,800	1,800
6004160 MILEAGE AND PARKING-LOCAL	5	0	0	0	0
6004162 EDUCATION AND TRAINING	169	0	0	0	0
6004191 OUTSIDE RENTALS-MACHINERY	556	600	458	600	600
6004196 COPYING MACHINE RENTALS	1,176	1,176	784	1,226	1,226
6004594 LOSS ON DISPOSITION OF ASSETS	3,199	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>1,126,689</b>	<b>1,313,175</b>	<b>713,843</b>	<b>1,247,786</b>	<b>1,247,786</b>
<b>0000041 Chargeback Expenses</b>					
6004609 DATA PROCESSING CHARGEBACKS	0	0	0	16,500	16,500
6004614 OTHER CHARGEBACK EXPENSES	0	2,000	1,500	2,000	2,000
6004615 GASOLINE CHARGEBACK	643	112	0	650	650
6004616 FLEET SERVICE CHARGEBACK	6,608	6,750	6,750	7,268	7,268
6004619 BUILDING SERVICE CHARGEBACK	3,716	135,000	46,843	103,000	103,000

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
 DEPT: 27000000 Willow Point  
 DIV: 03 Willow Point-Cleanliness/Safety

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000041 Chargeback Expenses Totals</b>	10,967	143,862	55,093	129,418	129,418
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	-21,085	203,622	109,764	200,898	200,898
6008002 SOCIAL SECURITY	90,314	99,406	46,371	102,093	102,093
6008004 WORKERS COMPENSATION	13,798	11,937	6,798	12,157	12,157
6008006 LIFE INSURANCE	579	600	384	600	600
6008007 HEALTH INSURANCE	311,758	340,562	179,804	337,072	337,072
6008009 RETIREE HEALTH INSURANCE	127,932	134,600	99,191	156,944	156,944
6008010 DISABILITY INSURANCE	3,095	3,432	1,895	3,120	3,120
6008011 UNEMPLOYMENT INSURANCE	-292	4,301	6,734	0	0
6008015 PENSION EXPENSE	245,682	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	771,781	798,460	450,941	812,884	812,884
<b>Exp Total for Div: 2703</b>	<b>3,180,496</b>	<b>3,584,962</b>	<b>1,906,000</b>	<b>3,597,862</b>	<b>3,597,862</b>
<b>Total for Div: 27000000</b>	<b>-3,179,956</b>	<b>-3,584,912</b>	<b>-1,905,209</b>	<b>-3,597,362</b>	<b>-3,597,362</b>

## Willow Point Rehabilitation & Nursing Center

### Social Programs

The Social Work team is led by the Director of Nursing Home Social Services. This position was reinstated in 2017 to assist in providing leadership and guidance to four full time Social Work Assistants and one part time Social Work Assistant. The Director of Nursing Home Social Services reports directly to the Administrator.

The Social Services staff supports residents as they adjust to living at Willow Point, their illnesses, or their disabilities. Additionally, they assist the residents to achieve the highest possible quality of psychosocial, emotional and spiritual life by arranging for services to meet these needs.

The Therapeutic Recreational Services Department is directly overseen by the Director of Therapeutic Recreational Services. The Leisure Time Activities Leaders provide an ongoing program of activities designed to meet the interests and the physical, mental, and psychosocial well-being of each resident. These programs include large and small groups and one-on-one activities involving all ages, interests and abilities. The department is also responsible for the volunteer program, gift shop and the contract for hair care services.

### 2019 Objectives

- Enhance facility staff knowledge of social work services and how to create an effective system of referrals.
- Re-orient to the MDS process and Long-Term Care survey.

- Improve efficiencies in the discharge planning process to meet the demands of the recently dedicated short-term rehabilitation unit.
- Provide an ongoing program of activities that enhance our elder's lives by creating a blend of meaningful, stimulating and enriching an array of activity programming.
- Implement the Memory Maker Project on a larger scale. This is an arts and cultural based program specifically designed to meet the needs of residents who have dementia or Alzheimer's Disease. This program will provide resident stimulation as well as facility exposure to the people and organizations affiliated with the program in the outside community.

Willow Point Nursing Home/Social Programs 27070104 27070304

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5'2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of NH Social Services	21 BAPA	1	1	1	1
Director Therapeutic Recreational Services	16 BAPA	1	1	1	1
Discharge Planner	14 BAPA	0	0	1	1
Social Work Assistant	14 CSEA	4	4	3	3
Leisure Time Activities Leader	7 CSEA	7	7	7	7
Total Full-Time Positions		13	13	13	13
<u>Part-Time Positions</u>					
Social Work Assistant	14 CSEA	1	1	0	0
Total Part-Time Positions		1	1	0	0
Total Positions		14	14	13	13

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 07 Willow Point-Social Programs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000109 CABLE TV	9,375	8,500	5,071	9,300	9,300
<b>0000002 Departmental Income Totals</b>	<b>9,375</b>	<b>8,500</b>	<b>5,071</b>	<b>9,300</b>	<b>9,300</b>
<b>Rev Total for Div: 2707</b>	<b>9,375</b>	<b>8,500</b>	<b>5,071</b>	<b>9,300</b>	<b>9,300</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	479,342	502,142	248,140	491,879	491,879
6001001 SALARIES PART-TIME	17,888	17,336	3,904	17,234	17,234
6001002 SALARIES TEMPORARY	0	0	1,257	6,976	6,976
6001003 SALARIES OVERTIME	17,064	11,111	10,064	21,000	21,000
6001004 SALARIES SHIFT DIFFERENTIAL	0	47	0	55	55
6001012 HOLIDAY OVERTIME PAY	1,078	1,838	304	517	517
<b>0000010 Personnel Service Totals</b>	<b>515,372</b>	<b>532,474</b>	<b>263,669</b>	<b>537,661</b>	<b>537,661</b>
<b>0000020 Equipment and Capital Outlay</b>					
6002401 OFFICE FURNITURE	0	400	0	550	550
6002702 RECREATIONAL EQUIPMENT	0	1,370	343	2,000	2,000
<b>0000020 Equipment and Capital Outlay Totals</b>	<b>0</b>	<b>1,770</b>	<b>343</b>	<b>2,550</b>	<b>2,550</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	99	75	0	100	100
6004012 OFFICE SUPPLIES	639	750	266	700	700
6004030 FOOD AND BEVERAGES	1,478	2,000	1,171	2,000	2,000
6004053 RECREATIONAL AND ACTIVITY SUPP	2,945	3,525	2,414	3,525	3,525
6004105 DUES AND MEMBERSHIPS	42	660	42	60	60
6004125 RELIGIOUS EXPENSES	3,000	3,000	2,000	3,000	3,000
6004126 RECREATIONAL AND ACTIVITY EXPE	27,363	32,349	20,999	33,000	33,000
6004138 OTHER OPERATIONAL EXPENSES	591	600	603	615	615
6004143 TRANSPORTATION SERVICES	1,195	1,400	0	1,400	1,400
6004162 EDUCATION AND TRAINING	220	1,500	75	1,000	1,000
6004191 OUTSIDE RENTALS-MACHINERY	0	200	60	200	200
6004255 CONTRACTED SERVICES	0	0	0	10,000	10,000

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
 DEPT: 27000000 Willow Point  
 DIV: 07 Willow Point-Social Programs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004573 OTHER FEES FOR SERVICES	4,680	5,000	140	600	600
<b>0000040 Contractual Expenditures Totals</b>	<b>42,252</b>	<b>51,059</b>	<b>27,770</b>	<b>56,200</b>	<b>56,200</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	-10,307	83,900	42,289	78,997	78,997
6008002 SOCIAL SECURITY	37,117	40,734	18,710	41,131	41,131
6008004 WORKERS COMPENSATION	19,290	20,363	6,238	11,155	11,155
6008006 LIFE INSURANCE	202	210	122	195	195
6008007 HEALTH INSURANCE	92,324	106,546	60,676	109,845	109,845
6008009 RETIREE HEALTH INSURANCE	79,109	78,785	48,538	75,486	75,486
6008010 DISABILITY INSURANCE	1,001	1,056	504	880	880
6008015 PENSION EXPENSE	102,146	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>320,882</b>	<b>331,594</b>	<b>177,077</b>	<b>317,689</b>	<b>317,689</b>
<b>Exp Total for Div: 2707</b>	<b>878,506</b>	<b>916,897</b>	<b>468,859</b>	<b>914,100</b>	<b>914,100</b>
<b>Total for Div: 27000000</b>	<b>-869,131</b>	<b>-908,397</b>	<b>-463,788</b>	<b>-904,800</b>	<b>-904,800</b>

## **Willow Point Rehabilitation & Nursing Center**

### **Ancillaries**

#### **Mission Statement**

To provide an array of required rehabilitation services and programs designed to address issues of pain and debility, striving to maintain optimal functional levels.

#### **Description**

The Physical Therapy Department 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 Department also addresses the causes of pain, wound issues, and community re-entry concerns.

The Occupational Therapy Department provides treatment and training programs designed to restore and maintain residents' ability to function independently. These abilities include activities of daily living, self-care retraining, eye-hand coordination, strength and walk tolerance, range of motion, cognitive processing and home skills. Treatments include the use of assistive and adaptive devices, orthotic and prosthetic devices, positioning, sensory stimulation, reality orientation, visual perceptual training, and therapeutic activities and exercises, activities of daily living/self-care retraining, and cognitive processing activities.

The Speech and Language Pathologist performs evaluations of hearing and speech disorders, as well as addresses concerns with swallowing dysfunction and diet management. 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.

These therapies are provided through a contract with a third-party vendor.

The facility contracts with a Pharmacy that provides all necessary medications for each resident on a unit dose bases. Services also cover a monthly review by a Pharmacist for policy review, resident drug review, survey of stock drugs, and handling of controlled medications.

The facility contracts with a dental agency to provide dental care to residents and in-service to the staff. A full dental office is maintained at Willow Point Rehabilitation and Nursing Center.

#### **2019 Objectives**

- Continue to proactively address the needs of the resident population to support maximum functional recovery.
- Operate efficiently within budget allowance to meet care and equipment needs.
- Maintain productivity of line clinicians at 75% or better.
- Provide therapy services up to six times per week addressing rehabilitative need more comprehensively.
- Successful implementation and transition to the new CMS reimbursement structure for Medicare Part A beneficiaries



known as PDPM or Patient Driven Performance Model. This will be a significant change from the MDS Assessment/RUG reimbursement model, and it will require significant planning and care process changes to achieve success.

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 02 Willow Point-Ancillaries

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000020 Equipment and Capital Outlay</b>					
6002401 OFFICE FURNITURE	0	0	0	1,019	1,019
6002505 HOSPITAL MEDICAL AND LAB EQUIP	0	10,000	4,600	21,500	21,500
<b>0000020 Equipment and Capital Outlay Totals</b>	<b>0</b>	<b>10,000</b>	<b>4,600</b>	<b>22,519</b>	<b>22,519</b>
<b>0000040 Contractual Expenditures</b>					
6004062 MEDICAL LAB & CLINIC SUPPLIES	42,334	40,750	43,608	93,000	93,000
6004064 UNIT DOSAGE SNF	376,444	429,377	194,872	425,000	425,000
6004100 POSTAGE AND FREIGHT	0	0	33	0	0
6004105 DUES AND MEMBERSHIPS	0	200	200	200	200
6004123 MEDICAL HOSPITAL AND LAB EXPEN	0	1,000	0	750	750
6004136 OPERATIONAL EQUIPMENT REPAIRS	408	400	0	400	400
6004402 LAB SERVICES	42,273	75,000	22,879	75,000	75,000
6004405 REHAB AND THERAPY SERVICES	1,315,732	1,310,000	521,493	1,357,000	1,357,000
6004411 PHYSICIAN SERVICES	63,303	64,200	42,128	64,200	64,200
6004573 OTHER FEES FOR SERVICES	56,934	73,500	27,198	74,500	74,500
6004594 LOSS ON DISPOSITION OF ASSETS	1,630	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>1,899,058</b>	<b>1,994,427</b>	<b>852,411</b>	<b>2,090,050</b>	<b>2,090,050</b>
<b>0000080 Employee Benefits</b>					
6008004 WORKERS COMPENSATION	0	38	0	0	0
6008009 RETIREE HEALTH INSURANCE	48,235	49,871	26,293	41,797	41,797
<b>0000080 Employee Benefits Totals</b>	<b>48,235</b>	<b>49,909</b>	<b>26,293</b>	<b>41,797</b>	<b>41,797</b>
<b>Exp Total for Div: 2702</b>	<b>1,947,293</b>	<b>2,054,336</b>	<b>883,304</b>	<b>2,154,366</b>	<b>2,154,366</b>
<b>Total for Div: 27000000</b>	<b>-1,947,293</b>	<b>-2,054,336</b>	<b>-883,304</b>	<b>-2,154,366</b>	<b>-2,154,366</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
 DEPT: 27000000 Willow Point  
 DIV: 04 Willow Point-Debt Svc

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000007 Misc Interfund Revenues</b>					
5000532 PREMIUM & ACCRUED INT ON OBLIG	27,313	0	31,347	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>27,313</b>	<b>0</b>	<b>31,347</b>	<b>0</b>	<b>0</b>
<b>0000009 Federal Aid</b>					
5000952 ARRA DEBT REIMBURSEMENT	11,185	11,185	5,611	11,221	11,221
<b>0000009 Federal Aid Totals</b>	<b>11,185</b>	<b>11,185</b>	<b>5,611</b>	<b>11,221</b>	<b>11,221</b>
<b>Rev Total for Div: 2704</b>	<b>38,498</b>	<b>11,185</b>	<b>36,958</b>	<b>11,221</b>	<b>11,221</b>
<b>0000040 Contractual Expenditures</b>					
6004504 OTHER FINANCIAL SERVICES	1,103	885	467	783	783
<b>0000040 Contractual Expenditures Totals</b>	<b>1,103</b>	<b>885</b>	<b>467</b>	<b>783</b>	<b>783</b>
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	0	134,087	0	175,222	175,222
6006001 PRINCIPAL ON BANS	0	355,253	0	298,131	298,131
<b>0000060 Principal on Indebtedness Totals</b>	<b>0</b>	<b>489,340</b>	<b>0</b>	<b>473,353</b>	<b>473,353</b>
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	52,940	46,860	25,537	70,789	70,789
6007001 INTEREST ON BANS	49,001	55,958	55,957	69,197	69,197
<b>0000070 Interest on Indebtedness Totals</b>	<b>101,941</b>	<b>102,818</b>	<b>81,494</b>	<b>139,986</b>	<b>139,986</b>
<b>Exp Total for Div: 2704</b>	<b>103,044</b>	<b>593,043</b>	<b>81,961</b>	<b>614,122</b>	<b>614,122</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 04 Willow Point-Debt Svc

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Total for Div: 27000000	-64,546	-581,858	-45,003	-602,901	-602,901

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 09 Willow Point-Intergovt Transfers

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000007 Misc Interfund Revenues					
5000567 IGT REVENUE	3,275,968	2,548,358	0	1,911,083	1,920,045
0000007 Misc Interfund Revenues Totals	3,275,968	2,548,358	0	1,911,083	1,920,045
Rev Total for Div: 2709	3,275,968	2,548,358	0	1,911,083	1,920,045
Total for Div: 27000000	3,275,968	2,548,358	0	1,911,083	1,920,045

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 2050 WPNH Operating  
DEPT: 27000000 Willow Point  
DIV: 09 Willow Point-Intergovt Transfers

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Total for Dept: 27000000	-3,053,015	-9,657	1,176,609	0	0

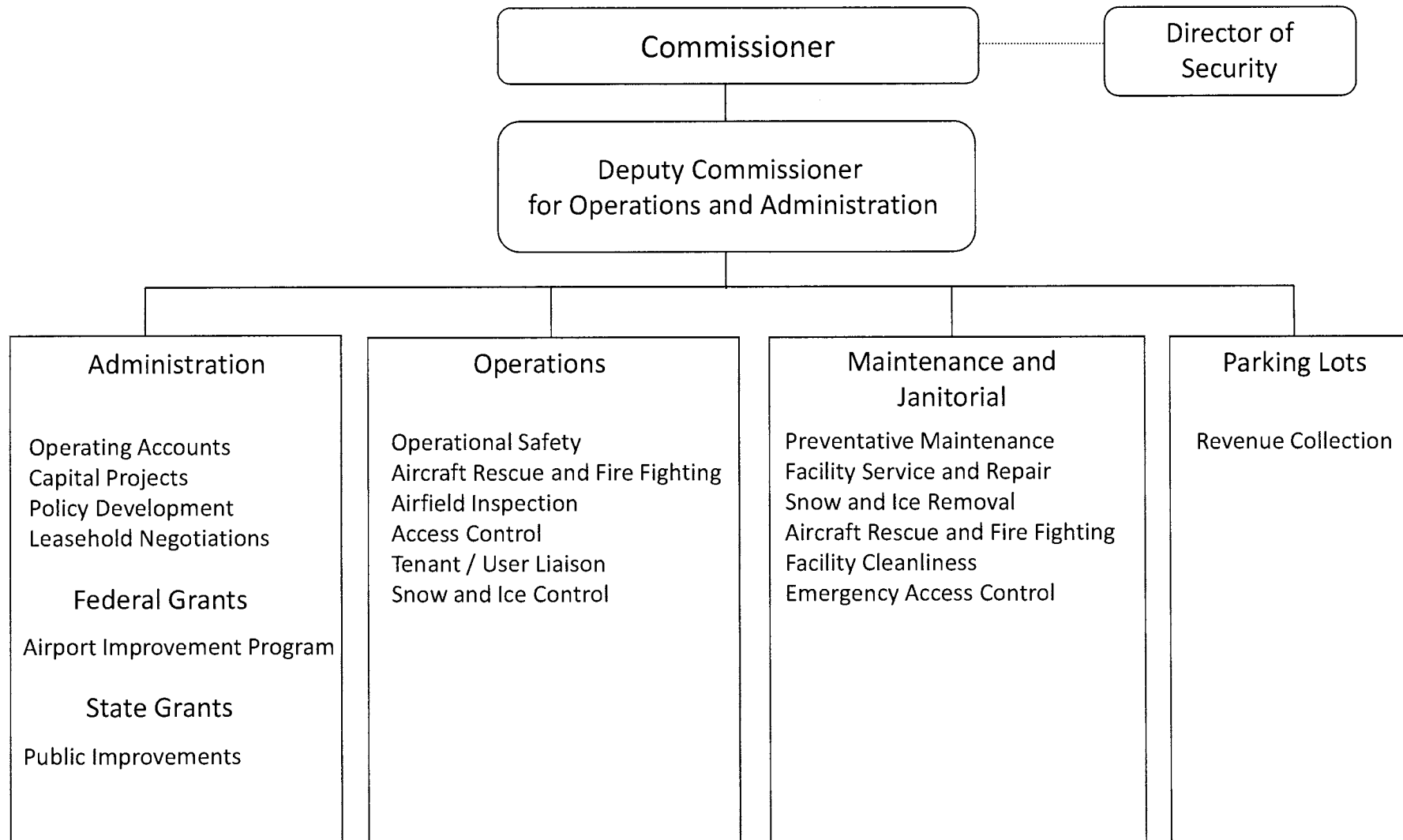


## Transportation

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# Aviation



## **Aviation**

### **Mission Statement**

BGM strives to be a regional economic partner providing exceptional value to our community through convenient transportation services and modern facilities.

### **Description**

The Greater Binghamton Airport has provided for the air transportation needs of our community for nearly 70 years. It is an economic driver for Broome County with an annual economic impact of \$52m and providing for 200 direct and 483 indirect jobs. (2010 NYS DOT study - Economic Impact of Aviation) Additionally the Greater Binghamton Airport is vital to the future economic growth of Broome County by providing necessary global connectivity.

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, twenty 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 total of 900 parking spaces in the public, car rental, and employee parking lots.

Delta provides scheduled commercial service through SkyWest Airlines at the airport and their activities are complimented by FAA Air Traffic and Facilities Office, a Transportation Security Administration Office, a Civil Air Patrol office, United States Customs and Border Patrol Office, three car rental agencies, a restaurant, ground transportation services, National Weather Service Office, and First Air - a provider of general/business aviation services.

### **2019 Budget Objectives**

- Focus on minimizing financial impact to community while maintaining current infrastructure and services needed to provide a safe, secure and efficient air transportation facility.
- Continue our program that is focused on 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 build upon the current level of commercial air service and passenger traffic through air service/airport marketing campaigns.
- Focus on non-traditional sources of revenue such as land development, terminal advertising, non-airline tenants.

### **2019 Budget Highlights**

- Focus on minimizing financial impact to community while maintaining current infrastructure and services needed to provide a safe secure facility for aeronautical activities
- Achieve personnel efficiencies through staffing reductions and shared services with other departments.
- Adjust to the impact to revenues created by the exit of United and American airlines.

Aviation 28010005

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Commissioner of Aviation	H Admin	1	1	1	1
Deputy Commissioner of Aviation for Operations & Admin	E Admin	1	1	1	1
Senior Operations Specialist	17 CSEA	1	1	1	1
Airport Maintenance Supervisor	16 BAPA	1	1	1	1
Airport Parking Manager *	9 BAPA	1	1	1	1
Airport Operations Specialist/Trainee	15/14 CSEA	4	4	4	4
Airport Equipment Mechanic	14 CSEA	1	1	1	1
Airport Maintenance Mechanic	11 CSEA	6	6	6	6
Account Clerk	7 CSEA	1	1	1	1
Airport Custodial Worker **	7 CSEA	3	3	2	2
Total Full-Time Positions		20	20	19	19
<u>Part-Time Positions</u>					
Parking Attendant	6 CSEA	2	2	2	2
Total Part-Time Positions		2	2	2	2
Total Positions		22	22	21	21

One position unfunded since 2018

One position unfunded in 2018, abolished in 2019

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2010 Aviation Operating  
 DEPT: 28000000 Aviation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000126 FARES & FEES	105,541	100,000	54,138	105,000	105,000
5000129 RENTAL CAR CONCESSION FEES	258,687	277,220	130,311	220,000	220,000
5000130 RESTAURANT/LOUNGE CONCESSION F	-700	3,000	2,450	4,000	4,000
5000133 ADVERTISING FEES	32,129	50,000	17,060	30,000	30,000
5000136 SPACE RENTAL-AIRLINES	376,102	307,050	174,034	298,343	298,343
5000137 SPACE RENTAL-OTHER	155,361	159,075	89,270	156,816	156,816
5000139 MISC TERMINAL AREA INCOME	7,863	6,598	3,299	6,598	6,598
5000140 LANDING FEES - SIGNATORY	106,282	152,750	51,548	127,000	127,000
5000141 LANDING FEES - NON-SIGNATORY	16,897	20,000	10,863	20,000	20,000
5000142 FUEL FLOWAGE FEE	19,632	15,000	11,548	20,000	20,000
5000144 HANGAR RENTAL	357,909	244,240	161,123	243,280	243,280
5000145 HANGAR TAX REIMBURSEMENT	0	68,715	19,900	78,506	78,506
5000146 AIRCRAFT T-HANGAR RENTAL	42,365	45,900	24,625	40,500	40,500
5000147 FREIGHT BLDG RENTAL	339	0	0	0	0
5000149 SERVICE CTR/STORAGE/WASH RACK	39,058	38,400	22,888	39,236	39,236
5000195 FACILITY RENTALS	12,000	12,000	6,900	12,000	12,000
5000196 GROUND RENTALS	32,315	32,946	19,227	32,960	32,960
5000197 PARKING OPER CONCESSIONS	370,112	575,640	219,451	478,224	478,224
5000201 MISC ADMIN AND OTHER INCOME	8,024	6,500	1,617	6,500	6,500
5000204 CIVIL SERVICE APPLICATION FEE	155	0	0	0	0
5000426 MISCELLANEOUS	5,013	4,500	3,365	0	0
5000428 OTHER CHARGES	166	4,300	25,745	1,800	1,800
<b>0000002 Departmental Income Total</b>	<b>1,945,250</b>	<b>2,123,834</b>	<b>1,049,362</b>	<b>1,920,763</b>	<b>1,920,763</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	594	500	1,254	0	0
5000460 RENTAL OF REAL PROPERTY INDIVI	15,600	16,000	7,800	41,400	41,400
5000461 RENTAL OF REAL PROP-OTHER GOVT	3,920	0	1,960	3,920	3,920
5000470 VENDING MACHINE	744	300	451	1,050	1,050
<b>0000003 Use of Money Total</b>	<b>20,858</b>	<b>16,800</b>	<b>11,465</b>	<b>46,370</b>	<b>46,370</b>
<b>0000007 Misc Interfund Revenues</b>					
5000532 PREMIUM & ACCRUED INT ON OBLIG	45,113	0	38,648	0	0
5000537 PASSENGER FACILITIES CHARGES	97,717	15,000	0	15,000	15,000
5000539 CONSOLIDATED FACILITIES CHARGE	142,266	105,398	145,430	125,000	125,000
5000545 CREDIT CARD REBATES	400	0	295	0	0
5000546 Trust Account Inflows	63,004	0	0	0	0
5000562 TRANSFER FROM GENERAL FUND	1,478,024	1,280,071	1,280,071	1,693,649	1,566,910

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2010 Aviation Operating  
DEPT: 28000000 Aviation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
5000570 EARNINGS ON TEMPORARY INVESTME	294	0	0	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<b>1,826,818</b>	<b>1,400,469</b>	<b>1,464,444</b>	<b>1,833,649</b>	<b>1,706,910</b>
<b>0000008 State Aid</b>					
5000851 AIRPORT STATE AID-CAPITAL PROJ	431,108	0	0	0	0
<b>0000008 State Aid Total</b>	<b>431,108</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000009 Federal Aid</b>					
5000920 AIRPORT - CAPITAL PROJECTS	8,405,076	0	0	0	0
5000952 ARRA DEBT REIMBURSEMENT	28,337	28,324	8,197	28,415	28,415
<b>0000009 Federal Aid Total</b>	<b>8,433,413</b>	<b>28,324</b>	<b>8,197</b>	<b>28,415</b>	<b>28,415</b>
<b>Rev Totals for Dept: 28000000</b>	<b>12,657,447</b>	<b>3,569,427</b>	<b>2,533,468</b>	<b>3,829,197</b>	<b>3,702,458</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	757,396	875,425	376,319	879,484	850,939
6001001 SALARIES PART-TIME	24,657	42,667	17,118	44,209	34,209
6001002 SALARIES TEMPORARY	81,281	43,680	58,809	46,620	46,620
6001003 SALARIES OVERTIME	50,377	75,168	52,877	75,168	75,168
6001004 SALARIES SHIFT DIFFERENTIAL	7,443	6,218	4,829	8,636	8,636
6001008 STAND-BY PAY	5,300	9,300	5,796	9,300	9,300
6001009 OTHER PERSONNEL SERVICES	9,994	10,000	5,919	10,000	10,000
<b>0000010 Personnel Service Totals</b>	<b>936,448</b>	<b>1,062,458</b>	<b>521,667</b>	<b>1,073,417</b>	<b>1,034,872</b>
<b>0000020 Equipment and Capital Outlay</b>					
6002302 HEAVY TRUCKS	0	0	0	60,000	40,000
<b>0000020 Equipment and Capital Outlay Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>	<b>40,000</b>
<b>0000040 Contractual Expenditures</b>					

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2010 Aviation Operating  
 DEPT: 28000000 Aviation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004001 MAT & SUPPLIES-SIGNS & POSTS	2,244	348	3,784	0	0
6004005 SNOW REMOVAL MATERIALS & SUPPL	43,562	57,658	29,521	57,000	57,000
6004012 OFFICE SUPPLIES	1,132	1,500	823	2,000	2,000
6004021 BLDG MAINTENANCE SUPPLIES	13,959	29,636	11,067	29,225	29,225
6004022 FUEL AND HEATING SUPPLIES	63,602	48,500	46,154	51,500	51,500
6004023 BLDG AND GROUNDS SUPPLIES	8,564	14,000	8,446	11,000	11,000
6004030 FOOD AND BEVERAGES	39	2,000	715	1,500	1,500
6004040 MOTOR EQUIPMENT SUPPLIES	16,314	29,500	9,872	29,500	17,000
6004045 TRAINING AND EDUCATIONAL SUPPL	0	350	0	350	350
6004046 GAS OIL GREASE AND DIESEL FUEL	28,635	45,150	22,658	45,000	45,000
6004047 TIRES AND TUBES	2,430	4,000	0	4,000	4,000
6004048 MISC OPERATIONAL SUPPLIES	17,952	18,689	11,571	15,924	15,924
6004052 UNIFORMS	3,430	4,176	2,303	4,200	4,200
6004054 SAFETY SUPPLIES	1,055	1,700	0	1,800	1,800
6004100 POSTAGE AND FREIGHT	623	900	638	900	900
6004101 TELEPHONE	976	1,100	652	1,100	1,100
6004105 DUES AND MEMBERSHIPS	5,305	5,110	4,993	5,160	5,160
6004111 BUILDING AND LAND RENTAL	0	1,500	1,456	89,622	52,622
6004112 BLDG GROUNDS AND EQUIP REPAIR	14,974	28,000	9,863	36,000	36,000
6004113 WATER AND SEWAGE CHARGES	74,097	80,000	15,055	80,000	80,000
6004114 HEATING AND AIR COND PLANT EXP	7,424	8,500	6,400	8,500	8,500
6004115 ELECTRIC CURRENT	231,061	223,500	143,666	221,000	221,000
6004116 TAXES	98,204	98,096	28,429	98,096	98,096
6004117 BUILDING AND GROUNDS EXPENSES	29,435	30,444	24,728	32,250	32,250
6004126 RECREATIONAL AND ACTIVITY EXPE	3,414	4,500	510	0	0
6004130 MOTOR EQUIP REPAIRS AND MAINT	325	1,000	505	700	700
6004136 OPERATIONAL EQUIPMENT REPAIRS	588	2,000	0	2,000	2,000
6004137 ADVERTISING AND PROMOTION EXPE	33,979	50,000	36,878	50,000	50,000
6004138 OTHER OPERATIONAL EXPENSES	53,768	31,500	23,192	33,000	29,500
6004139 Trust Account Outflows	48,367	0	0	0	0
6004141 YOUTH SERVICE PROGRAMS	10	0	0	0	0
6004146 SUBCONTRACTED PROGRAM EXPENSE	129,794	133,438	96,843	133,438	133,438
6004147 OTHER PROGRAM EXPENSE	4,677	15,000	4,652	15,000	15,000
6004160 MILEAGE AND PARKING-LOCAL	41	200	379	200	200
6004161 TRAVEL HOTEL AND MEALS	5,797	5,000	5,126	8,000	8,000
6004162 EDUCATION AND TRAINING	9,802	9,050	5,876	9,050	9,050
6004165 ADVISORY BD/TRUSTEES EXPENSES	68	1,700	16	2,000	2,000
6004196 COPYING MACHINE RENTALS	972	2,400	1,586	2,400	2,400
6004255 CONTRACTED SERVICES	11,514	15,000	3,486	15,000	15,000
6004500 ACCTG AND COST ALLOCATION SERV	0	0	0	1,000	1,000
6004504 OTHER FINANCIAL SERVICES	10,102	17,240	5,127	9,982	9,982
6004580 BAD DEBT EXPENSE	46,189	0	0	0	0

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2010 Aviation Operating  
DEPT: 28000000 Aviation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000040 Contractual Expenditures Totals</b>	1,024,424	1,022,385	566,970	1,107,397	1,054,397
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	108,010	94,886	47,443	83,903	83,903
6004604 DPW SECURITY CHARGEBACKS	123,124	129,233	64,617	133,495	133,495
6004614 OTHER CHARGEBACK EXPENSES	1,494	1,055	0	0	0
6004619 BUILDING SERVICE CHARGEBACK	955	2,500	1,584	2,000	2,000
6004634 Indirect Costs - Excess of Bud	256,287	0	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	489,870	227,674	113,644	219,398	219,398
<b>0000042 Depreciation</b>					
6004801 DEPRECIATION - BUILDINGS	1,386,728	0	8,189	0	0
6004803 DEPRECIATION - IMPROV O/T BLDG	3,799,144	0	93,523	0	0
6004804 DEPRECIATION - MOTOR VEHICLES	49,955	0	4,163	0	0
6004805 DEPRECIATION - MACHINERY & EQU	19,296	0	0	0	0
<b>0000042 Depreciation Totals</b>	5,255,123	0	105,875	0	0
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	0	242,203	0	318,267	318,267
6006001 PRINCIPAL ON BANS	0	237,673	0	219,656	219,656
<b>0000060 Principal on Indebtedness Totals</b>	0	479,876	0	537,923	537,923
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	125,839	118,307	36,046	160,664	160,664
6007001 INTEREST ON BANS	7,742	90,181	30,637	72,004	72,004
6007005 INTEREST ON CAPITAL LEASE	355	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	133,936	208,488	66,683	232,668	232,668
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	-14,502	162,992	84,618	158,184	155,265
6008002 SOCIAL SECURITY	66,983	80,513	37,288	81,351	79,167
6008004 WORKERS COMPENSATION	8,310	7,421	3,711	25,105	25,105
6008006 LIFE INSURANCE	300	300	183	315	300
6008007 HEALTH INSURANCE	223,817	222,207	115,849	234,659	224,583

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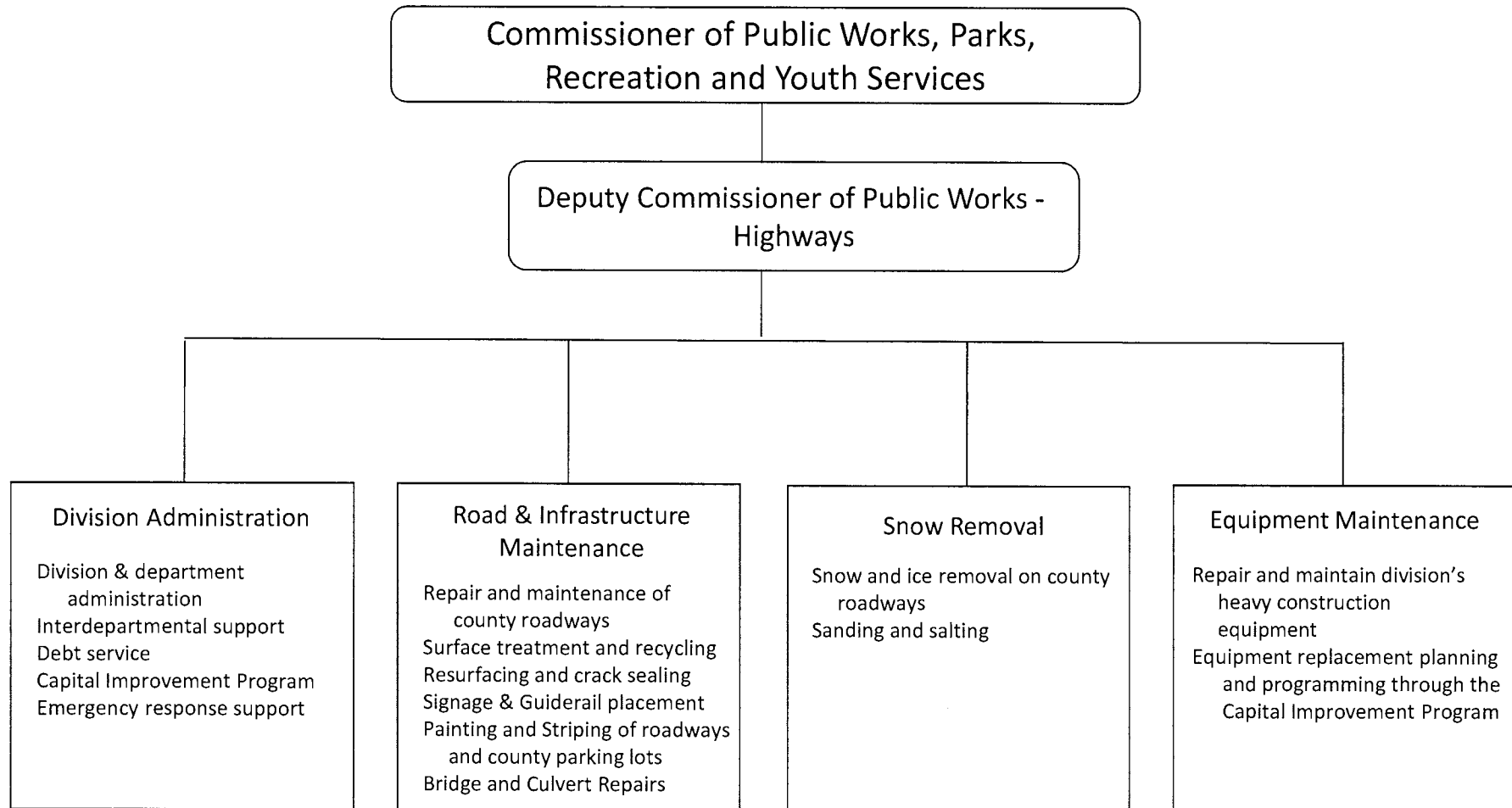
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2010 Aviation Operating  
DEPT: 28000000 Aviation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008008 OPEB - HEALTH INSURANCE	156,114	0	0	0	0
6008009 RETIREE HEALTH INSURANCE	92,386	97,970	61,363	97,420	97,420
6008010 DISABILITY INSURANCE	1,325	1,496	754	1,360	1,360
6008011 UNEMPLOYMENT INSURANCE	1,261	0	0	0	0
6008015 PENSION EXPENSE	171,581	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>707,575</b>	<b>572,899</b>	<b>303,766</b>	<b>598,394</b>	<b>583,200</b>
<b>Exp Totals for Dept: 28000000</b>	<b>8,547,376</b>	<b>3,573,780</b>	<b>1,678,605</b>	<b>3,829,197</b>	<b>3,702,458</b>
<b>Total for Dept: 28000000</b>	<b>4,110,071</b>	<b>-4,353</b>	<b>854,863</b>	<b>0</b>	<b>0</b>



# Highway



## **Public Works, Parks, Recreation and Youth Services Highways (County Roads)**

### **Mission Statement**

To maintain a County road system allowing the transportation of people and goods throughout the county, in a cost effective, efficient and professional manner, enhancing community growth, economic well-being and quality of life.

### **Description**

Responsible for maintaining 343.24 center-line miles of road. The Highway Division, in conjunction with the Engineering Division, are also responsible for maintaining 105 bridges with spans of twenty feet or more, 130 culverts with diameters ranging from five to twenty feet and 3,500 culverts with diameters of five 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 the 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 County Road Fund.

### **2019 Objectives**

- Continue to develop and implement an annual highway maintenance program to 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, and reconstruction of county highways 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 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 New York State 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 New York State Highway Law.
- Review requests and issue permits for work within right-of-ways by utilities and contractors. This amounts to approximately eighty permits annually.

### **2019 Budget Highlights**

- Maintain safety and condition of county highway system with limited funds.

Public Works, Parks, Recreation & Youth Services 29010205  
 Highways(County Roads)

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Deputy Commissioner of Public Works/Highway	F Admin	1	1	1	1
Assistant General Highway Supervisor	AFSCME	2	2	2	2
Highway Crew Supervisor	AFSCME	5	5	5	5
Paint Crew Supervisor - DPW	AFSCME	1	1	1	1
Painter - DPW	AFSCME	2	2	2	2
Public Works Office Assistant	AFSCME	1	1	1	1
Highway Clerk	AFSCME	1	1	1	1
Carpenter	AFSCME	1	1	1	1
Assistant Carpenter	AFSCME	1	1	1	1
Laborer	AFSCME	2	2	2	2
Motor Equipment Operator III	AFSCME	10	10	10	10
Motor Equipment Operator II	AFSCME	18	18	18	18
Motor Equipment Operator I	AFSCME	12	12	12	12
Total Full-Time Positions		57	57	57	57
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		57	57	57	57

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 3120 County Road Operating  
DEPT: 29000000 Highway  
DIV: 01 Highway-County Roads

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
29000000 Highway					
<b>0000002 Departmental Income</b>					
5000214 ROADWAY USE FEES	40,221	50,000	32,205	50,000	50,000
5000333 OTHER DEPARTMENTAL CHARGEBACK	20,597	20,000	32,849	25,000	25,000
5000429 SALE OF SUPPLIES TO OTHER GOVT	13,916	10,000	17,493	13,000	13,000
<b>0000002 Departmental Income Totals</b>	<b>74,734</b>	<b>80,000</b>	<b>82,547</b>	<b>88,000</b>	<b>88,000</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	366	1,000	474	1,000	1,000
5000462 RENTAL OF EQUIPMENT OTHER GOVT	17,578	20,000	0	20,000	20,000
<b>0000003 Use of Money Totals</b>	<b>17,944</b>	<b>21,000</b>	<b>474</b>	<b>21,000</b>	<b>21,000</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000516 MINOR SALES - PUBLIC WORKS	4,865	4,000	3,889	4,000	4,000
<b>0000006 Sale of Prop and Comp for Loss Totals</b>	<b>4,865</b>	<b>4,000</b>	<b>3,889</b>	<b>4,000</b>	<b>4,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	145	0	0	0	0
5000533 UNCLASSIFIED REVENUES	1,500	1,500	0	1,500	1,500
5000534 TRANSFER FROM INSURANCE RESERV	51,796	35,875	9,291	0	0
5000545 CREDIT CARD REBATES	805	0	242	0	0
5000562 TRANSFER FROM GENERAL FUND	6,329,284	6,262,353	6,262,353	6,639,959	6,631,841
5000563 TRANSFER FROM CAPITAL FUND	312	0	0	0	0
5000569 TRANSFER - DEBT SERVICE FUND	809,897	787,000	695,561	783,125	783,125
<b>0000007 Misc Interfund Revenues Totals</b>	<b>7,193,739</b>	<b>7,086,728</b>	<b>6,967,447</b>	<b>7,424,584</b>	<b>7,416,466</b>
<b>0000008 State Aid</b>					
5000846 CONSOLIDATED HIGHWAY AID	3,016,810	3,074,325	62,635	3,074,325	3,074,325
<b>0000008 State Aid Totals</b>	<b>3,016,810</b>	<b>3,074,325</b>	<b>62,635</b>	<b>3,074,325</b>	<b>3,074,325</b>
<b>0000009 Federal Aid</b>					
5000952 ARRA DEBT REIMBURSEMENT	127,845	127,845	64,129	128,257	128,257
5000990 FEMA REVENUE	22,797	0	128,965	0	0

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 3120 County Road Operating  
 DEPT: 29000000 Highway  
 DIV: 01 Highway-County Roads

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000009 Federal Aid Totals</b>	150,642	127,845	193,094	128,257	128,257
<b>Rev Total for Div: 2901</b>	<b>10,458,734</b>	<b>10,393,898</b>	<b>7,310,086</b>	<b>10,740,166</b>	<b>10,732,048</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	2,774,430	2,796,141	1,744,640	2,876,524	2,878,026
6001002 SALARIES TEMPORARY	23,553	0	0	0	0
6001003 SALARIES OVERTIME	131,848	150,000	92,809	150,000	150,000
6001004 SALARIES SHIFT DIFFERENTIAL	9,656	12,000	7,639	12,000	12,000
6001006 OUT OF TITLE PAY	16,258	15,000	10,244	15,000	15,000
6001009 OTHER PERSONNEL SERVICES	12,600	12,825	12,600	12,600	12,600
<b>0000010 Personnel Service Totals</b>	<b>2,968,345</b>	<b>2,985,966</b>	<b>1,867,932</b>	<b>3,066,124</b>	<b>3,067,626</b>
<b>0000040 Contractual Expenditures</b>					
6004000 MAT & SUPPLIES-SURFACE TREAT	391,202	350,000	342,726	350,000	350,000
6004001 MAT & SUPPLIES-SIGNS & POSTS	20,566	13,000	7,132	13,000	13,000
6004002 MAT & SUPPLIES-PAINT	47,066	70,000	69,762	70,000	70,000
6004003 MAT & SUPPLIES-GUIDE RAILS	0	30,000	1,494	30,000	20,000
6004004 MATERIAL & SUPPLIES-OTHER	51,933	80,000	58,584	80,000	80,000
6004005 SNOW REMOVAL MATERIALS & SUPPL	736,663	450,000	494,416	450,000	450,000
6004012 OFFICE SUPPLIES	507	1,350	2,123	1,350	1,350
6004022 FUEL AND HEATING SUPPLIES	22,978	33,000	22,738	33,000	33,000
6004030 FOOD AND BEVERAGES	242	0	0	0	0
6004048 MISC OPERATIONAL SUPPLIES	0	0	537	0	0
6004052 UNIFORMS	3,552	3,300	2,124	3,300	3,300
6004054 SAFETY SUPPLIES	9,528	10,000	6,224	10,000	10,000
6004055 COMPUTER SOFTWARE AND SUPPLIES	0	0	666	0	0
6004102 TELEPHONE EQUIPMENT	11,208	0	0	0	0
6004105 DUES AND MEMBERSHIPS	600	500	0	0	0
6004113 WATER AND SEWAGE CHARGES	3,254	3,500	2,757	3,500	3,500
6004115 ELECTRIC CURRENT	27,696	30,000	20,097	30,000	30,000
6004116 TAXES	41	400	0	400	400
6004117 BUILDING AND GROUNDS EXPENSES	18,774	4,500	3,855	4,500	4,500
6004137 ADVERTISING AND PROMOTION EXPE	138	0	0	0	0
6004138 OTHER OPERATIONAL EXPENSES	16,607	18,320	17,432	18,320	18,320
6004191 OUTSIDE RENTALS-MACHINERY	16,828	42,846	32,717	56,906	56,906

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 3120 County Road Operating  
DEPT: 29000000 Highway  
DIV: 01 Highway-County Roads

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004196 COPYING MACHINE RENTALS	360	2,000	936	2,000	2,000
6004200 PROPERTY LOSS	4,047	3,720	3,720	0	0
6004203 INSURANCE CLAIMS	47,749	358	5,571	0	0
6004413 OTHER HEALTH AND MEDICAL SERVI	0	1,661	0	1,661	1,661
6004504 OTHER FINANCIAL SERVICES	11,215	10,108	5,338	8,945	8,945
<b>0000040 Contractual Expenditures Totals</b>	<b>1,442,754</b>	<b>1,158,563</b>	<b>1,100,949</b>	<b>1,166,882</b>	<b>1,156,882</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	51,905	47,527	23,763	73,390	73,390
6004634 Indirect Costs - Excess of Bud	148,851	0	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>200,756</b>	<b>47,527</b>	<b>23,763</b>	<b>73,390</b>	<b>73,390</b>
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	1,790,359	1,764,672	1,764,672	2,054,261	2,054,261
6006001 PRINCIPAL ON BANS	1,054,981	1,270,723	1,270,723	1,040,420	1,040,420
6006008 PRINCIPAL ON CAPITAL LEASE	1,038	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>2,846,378</b>	<b>3,035,395</b>	<b>3,035,395</b>	<b>3,094,681</b>	<b>3,094,681</b>
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	747,961	629,895	341,028	741,801	741,801
6007001 INTEREST ON BANS	285,915	403,488	403,487	427,213	427,213
6007005 INTEREST ON CAPITAL LEASE	6	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>1,033,882</b>	<b>1,033,383</b>	<b>744,515</b>	<b>1,169,014</b>	<b>1,169,014</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	480,203	489,782	279,453	489,729	489,994
6008002 SOCIAL SECURITY	213,147	229,424	133,683	234,387	234,502
6008004 WORKERS COMPENSATION	103,705	94,615	47,308	93,277	93,277
6008006 LIFE INSURANCE	840	885	564	855	855
6008007 HEALTH INSURANCE	613,300	612,048	394,893	647,679	647,679
6008009 RETIREE HEALTH INSURANCE	696,808	706,310	454,777	704,148	704,148
6008011 UNEMPLOYMENT INSURANCE	3,660	0	2,386	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	12,038	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>2,123,701</b>	<b>2,133,064</b>	<b>1,313,064</b>	<b>2,170,075</b>	<b>2,170,455</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 3120 County Road Operating  
DEPT: 29000000 Highway  
DIV: 01 Highway-County Roads

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Exp Total for Div: 2901	10,615,816	10,393,898	8,085,618	10,740,166	10,732,048
Total for Div: 29000000	-157,082	0	-775,532	0	0



REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 3120 County Road Operating  
DEPT: 29000000 Highway  
DIV: 01 Highway-County Roads

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Total for Dept: 29000000	-157,082	0	-775,532	0	0

Public Works, Parks, Recreation & Youth Services 30020105  
 Highways(Road Machinery)

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 7/5/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Equipment Service Supervisor	AFSCME	1	1	1	1
Stores Clerk	AFSCME	2	2	2	2
Equipment Mechanic III	AFSCME	6	6	6	6
Equipment Mechanic II *	AFSCME	1	1	1	1
Equipment Mechanic I	AFSCME	2	2	2	2
Total Full-Time Positions		12	12	12	12
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		12	12	12	12

\* One position unfunded in 2014, abolished in 2017

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 3160 Road Machinery Operating  
DEPT: 30000000 Road Machinery  
DIV: 02 Highway-Road Machinery

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
30000000 Road Machinery					
0000002 Departmental Income					
5000189 OTHER LOCAL GOVERNMENTS	1,325	4,000	1,393	4,000	4,000
0000002 Departmental Income Totals	1,325	4,000	1,393	4,000	4,000
0000003 Use of Money					
5000451 INTEREST AND EARNINGS	591	700	1,775	2,000	2,000
0000003 Use of Money Totals	591	700	1,775	2,000	2,000
0000006 Sale of Prop and Comp for Loss					
5000518 SALE OF EQUIPMENT	0	25,000	0	25,000	25,000
0000006 Sale of Prop and Comp for Loss Totals	0	25,000	0	25,000	25,000
0000007 Misc Interfund Revenues					
5000562 TRANSFER FROM GENERAL FUND	2,640,758	2,519,981	2,519,981	2,544,774	2,544,774
5000569 TRANSFER - DEBT SERVICE FUND	30,100	41,510	41,892	42,350	42,350
0000007 Misc Interfund Revenues Totals	2,670,858	2,561,491	2,561,873	2,587,124	2,587,124
0000009 Federal Aid					
5000952 ARRA DEBT REIMBURSEMENT	18,947	18,947	9,504	19,088	19,088
0000009 Federal Aid Totals	18,947	18,947	9,504	19,088	19,088
<b>Rev Total for Div: 3002</b>	<b>2,691,721</b>	<b>2,610,138</b>	<b>2,574,545</b>	<b>2,637,212</b>	<b>2,637,212</b>
0000010 Personnel Service					
6001000 SALARIES FULL-TIME	636,500	628,477	387,617	637,483	637,483
6001003 SALARIES OVERTIME	26,339	20,000	21,535	20,000	20,000
6001004 SALARIES SHIFT DIFFERENTIAL	3,120	3,200	2,012	3,200	3,200
6001006 OUT OF TITLE PAY	1,268	1,500	562	1,500	1,500
6001009 OTHER PERSONNEL SERVICES	675	2,700	675	700	700

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 3160 Road Machinery Operating  
 DEPT: 30000000 Road Machinery  
 DIV: 02 Highway-Road Machinery

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service Totals</b>	667,902	655,877	412,401	662,883	662,883
<b>0000040 Contractual Expenditures</b>					
6004006 GARAGE & SHOP OPERATIONAL SUPP	13,891	10,000	14,942	10,000	10,000
6004012 OFFICE SUPPLIES	990	1,144	1,117	1,144	1,144
6004021 BLDG MAINTENANCE SUPPLIES	2,043	2,000	3,622	2,000	2,000
6004022 FUEL AND HEATING SUPPLIES	337	1,000	187	1,000	1,000
6004023 BLDG AND GROUNDS SUPPLIES	1,484	1,500	0	1,500	1,500
6004040 MOTOR EQUIPMENT SUPPLIES	453,873	285,000	198,244	285,000	285,000
6004046 GAS OIL GREASE AND DIESEL FUEL	276,524	300,000	220,148	300,000	300,000
6004047 TIRES AND TUBES	21,438	50,000	585	50,000	50,000
6004054 SAFETY SUPPLIES	1,866	2,376	160	2,376	2,376
6004100 POSTAGE AND FREIGHT	0	88	0	50	50
6004102 TELEPHONE EQUIPMENT	1,796	3,000	0	3,000	3,000
6004117 BUILDING AND GROUNDS EXPENSES	1,841	4,000	2,184	4,000	4,000
6004130 MOTOR EQUIP REPAIRS AND MAINT	18,721	25,000	3,919	25,000	25,000
6004133 UNIFORM AND CLOTHING ALLOWANCE	2,596	3,000	2,100	3,000	3,000
6004138 OTHER OPERATIONAL EXPENSES	10,873	8,000	6,101	8,000	8,000
6004161 TRAVEL HOTEL AND MEALS	78	0	213	0	0
6004196 COPYING MACHINE RENTALS	942	1,200	628	1,200	1,200
6004504 OTHER FINANCIAL SERVICES	1,662	1,499	791	1,326	1,326
<b>0000040 Contractual Expenditures Totals</b>	810,955	698,807	454,941	698,596	698,596
<b>0000041 Chargeback Expenses</b>					
6004634 Indirect Costs - Excess of Bud	51,641	0	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	51,641	0	0	0	0
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	416,936	272,480	272,480	327,360	327,360
6006001 PRINCIPAL ON BANS	304,006	367,908	367,908	272,235	272,235
<b>0000060 Principal on Indebtedness Totals</b>	720,942	640,388	640,388	599,595	599,595
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	125,618	101,032	54,352	127,488	127,488
6007001 INTEREST ON BANS	57,199	87,880	87,879	95,650	95,650

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 3160 Road Machinery Operating  
DEPT: 30000000 Road Machinery  
DIV: 02 Highway-Road Machinery

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000070 Interest on Indebtedness Totals	182,817	188,912	142,231	223,138	223,138
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	90,197	100,838	59,525	98,974	98,974
6008002 SOCIAL SECURITY	48,210	50,090	29,556	50,669	50,669
6008004 WORKERS COMPENSATION	30,977	28,261	14,131	27,862	27,862
6008006 LIFE INSURANCE	176	180	118	180	180
6008007 HEALTH INSURANCE	130,957	127,990	87,683	150,463	150,463
6008009 RETIREE HEALTH INSURANCE	112,348	118,795	84,866	124,852	124,852
6008013 HEALTH INS - RETIRE INCENTIVE	1,448	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	414,313	426,154	275,879	453,000	453,000
<b>Exp Total for Div: 3002</b>	<b>2,848,570</b>	<b>2,610,138</b>	<b>1,925,840</b>	<b>2,637,212</b>	<b>2,637,212</b>
<b>Total for Div: 30000000</b>	<b>-156,849</b>	<b>0</b>	<b>648,705</b>	<b>0</b>	<b>0</b>

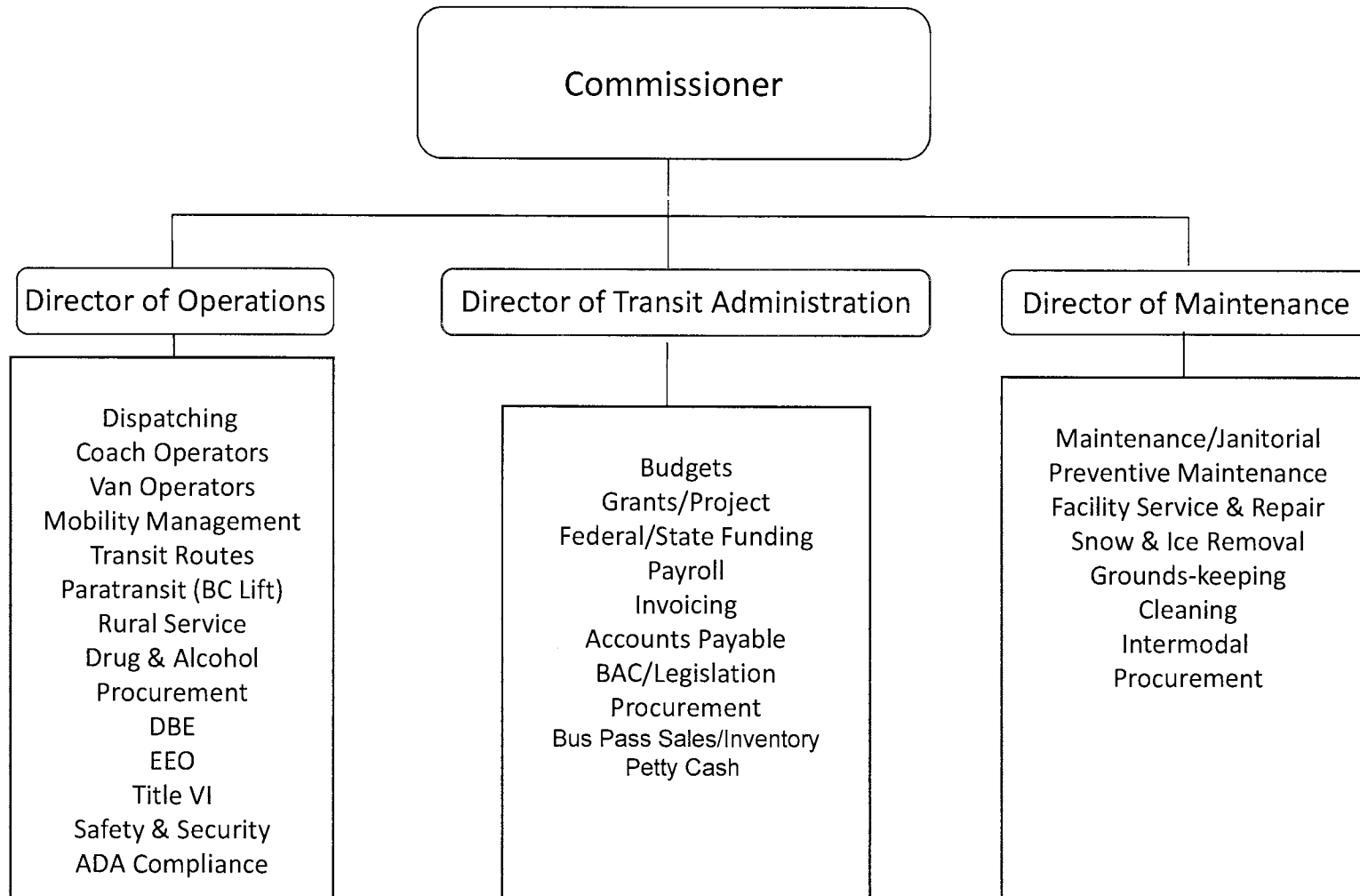
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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 3160 Road Machinery Operating  
DEPT: 30000000 Road Machinery  
DIV: 02 Highway-Road Machinery

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
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Total for Dept: 30000000	-156,849	0	648,705	0	0

# Transit



## Public Transportation

### Mission Statement

To provide safe, clean, reliable, and affordable public transportation to the community in the most effective and cost efficient manner.

### Description

Mass Transit has a 150-year history in Broome County. In 1968, Broome County assumed ownership and operation of transit services from the Triple Cities Traction Corporation creating the Department of Public Transportation (aka BC Transit) by County Charter, Article X of the Broome County Charter.

BC Transit currently operates the community's public transportation programs including: Fixed Route (Transit), ADA mandated Paratransit Service (BC Lift), Elder transportation (OFA Mini Bus) and Rural Demand Service (BC Country). By operating the Department of Public Transportation as an Enterprise Fund, the department generates its annual funding largely through Federal and State aid, and to a lesser extent, through ridership fare revenues. As required by federal guidelines, the department relies on a percentage of financial support from Broome County.

BC Transit's main facilities are the Transit Center located at 413 Old Mill Road in the Town of Vestal and the Greater Binghamton Transportation Center located in downtown Binghamton. The Intermodal Facility leases space to Interstate Carriers Greyhound, Coach USA and OurBus. The Department operates a network of 19 fixed routes and 2 Commuter Routes using the Intermodal (BC Junction) as a central transfer point. The Fixed Route service operates seven days a week with extended hours into the evening and requires 38 buses at peak times. BC Transit maintains a fleet of 43 wheelchair accessible transit buses for Fixed Route service, providing

approximately 2.0 million rides while traveling over 2.0 million miles annually.

Under contract with Serafini Transportation Corp., the organization provides BC Lift (ADA) and OFA mini bus transportation to disabled and elderly customers in the community's urbanized area. These services are provided by a fleet of 12 fourteen-passenger vans which provide approximately 80,000 rides per year. The Department of Public Transportation also provides a rural transportation demand service program, BC Country, which utilizes a fleet of seven fourteen-passenger vans and provides over 25,000 rides per year to rural users.

### 2019 Objectives

- To analyze The Agency's transportation study in regards to expanding work commuter transportation services for the Kirkwood/Conklin and Tioga County areas.
- To fine-tune service offerings, continue customer service improvements and seek new operational efficiencies.
- To maintain the highest standards for; safe and efficient field operations, FTA, ADA and NYS/DOT compliance, and sound fiscal management.
- To continue to reduce average fleet age and vehicle operating expense. BC Transit received 7 buses in 2017 and anticipates the delivery on an additional 8 in January of 2019.
- Update technology.
- To maximize new State/Federal funds and pursue all competitive grant opportunities.

### 2019 Budget Highlights

- Stabilization of the County's contribution to BC Transit; now down over 50% from high of \$2.1M to approximately \$1.1M projection for 2019.
- No change in service levels with continued stable employment.
- Capture improved fleet productivity with the delivery of new buses from 2017, reducing operating costs and improving fuel economy.
- Expand "where's my bus" GPS technology rolled out in 2018.



## Public Transportation 31010105

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 7/5/2018			
		<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Commissioner of Transportation	G Admin	1	1	1	1
Director of Transit Administration	B Admin	1	1	1	1
Director of Transit Operations	23 Admin	1	1	1	1
Director of Transit Maintenance	23 Admin	1	1	1	1
Transit Supervisor	18 BAPA	3	3	3	3
Transit Mechanic Supervisor	17 CSEA	2	2	2	2
Principal Account Clerk	13 CSEA	1	1	1	1
Dispatcher	10 CSEA	2	2	2	2
Senior Account Clerk	9 CSEA	1	1	1	1
Transit Route Clerk	9 CSEA	1	1	1	1
Account Clerk Typist	7 CSEA	1	1	1	1
Clerk	6 CSEA	2	2	2	2
Coach Operator	ATU	38	40	40	40
Senior Transit Mechanic	ATU	10	10	10	10
Transit Mechanic	ATU	1	1	1	1
Transit Mechanic Helper	ATU	3	3	3	3
Total Full-Time Positions		69	71	71	71
<u>Part-Time Positions</u>					
Custodial Worker	6 CSEA	1	2	2	2
Coach Operator	ATU	14	14	14	14
Passenger Van Operator	ATU	10	10	10	10
Total Part-Time Positions		25	26	26	26
Total Positions		94	97	97	97

\* Two Positions moved from Temporary to Permanent in 2018

\*\* One position moved from Temporary to Permanent in 2018

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2040 Transit Operating  
 DEPT: 31000000 Public Transportation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000126 FARES & FEES	1,647,642	1,736,000	1,022,253	1,757,000	1,757,000
5000128 ADVERTISING REVENUES	120,119	135,250	42,542	114,000	114,000
5000137 SPACE RENTAL-OTHER	167,558	170,284	113,965	176,384	176,384
5000190 B C LIFT AND FARES	150,143	210,000	81,387	216,000	216,000
5000191 B C COUNTRY FARES	45,794	66,000	25,126	50,000	50,000
5000246 SUNY BROOME FARES	100,000	135,000	75,000	150,000	150,000
5000333 OTHER DEPARTMENTAL CHARGEBACK	723	1,000	0	1,000	1,000
5000420 SUNY - OCC. CONTRACT	615,450	635,500	421,000	635,500	635,500
5000421 BINGHAMTON SD CONTRACT	266,086	292,234	174,464	295,741	295,741
5000426 MISCELLANEOUS	37	0	0	0	0
5000440 CHARGEBACK OF SERVICES PROVIDE	188,289	193,320	99,397	193,320	193,320
<b>0000002 Departmental Income Total</b>	<b>3,301,841</b>	<b>3,574,588</b>	<b>2,055,134</b>	<b>3,588,945</b>	<b>3,588,945</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	465	500	2,177	3,000	3,000
5000463 PARKING LOT	6,452	5,500	6,205	6,500	6,500
5000470 VENDING MACHINE	18,605	25,200	2,200	20,700	20,700
<b>0000003 Use of Money Total</b>	<b>25,522</b>	<b>31,200</b>	<b>10,582</b>	<b>30,200</b>	<b>30,200</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000510 SALE OF SCRAP & EXCESS MATERIA	6,882	5,000	2,813	5,000	5,000
<b>0000006 Sale of Prop and Comp for Loss Total</b>	<b>6,882</b>	<b>5,000</b>	<b>2,813</b>	<b>5,000</b>	<b>5,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	806	0	0	0	0
5000532 PREMIUM & ACCRUED INT ON OBLIG	4,962	0	5,737	0	0
5000534 TRANSFER FROM INSURANCE RESERV	83,312	29,661	36,476	0	0
5000545 CREDIT CARD REBATES	830	500	304	500	500
5000561 TRANSFER FROM RESERVE FUND	48,240	0	0	0	0
5000562 TRANSFER FROM GENERAL FUND	1,704,132	961,462	961,462	1,230,519	1,051,647
<b>0000007 Misc Interfund Revenues Total</b>	<b>1,842,282</b>	<b>991,623</b>	<b>1,003,979</b>	<b>1,231,019</b>	<b>1,052,147</b>
<b>0000008 State Aid</b>					
5000804 MASS TRANSIT	468,335	311,610	132,758	350,000	350,000

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2040 Transit Operating

DEPT: 31000000 Public Transportation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
5000805 MASS TRANSIT SUPPLEMENTAL	3,731,711	3,520,100	901,102	3,625,000	3,625,000
5000849 BUSES/MASS TRANSP-CAPITAL PROJ	1,277,123	0	0	0	0
<b>0000008 State Aid Total</b>	<b>5,477,169</b>	<b>3,831,710</b>	<b>1,033,860</b>	<b>3,975,000</b>	<b>3,975,000</b>
<b>0000009 Federal Aid</b>					
5000901 FEDERAL AID - OTHER	19,782	2,500	2,343	7,500	7,500
5000902 MASS TRANSIT	3,900,938	3,465,500	1,451,358	3,575,000	3,575,000
5000921 BUSES/MASS TRANSP-CAPITAL PROJ	1,111,655	0	0	0	0
5000952 ARRA DEBT REIMBURSEMENT	20,829	20,819	6,025	20,886	20,886
<b>0000009 Federal Aid Total</b>	<b>5,053,204</b>	<b>3,488,819</b>	<b>1,459,726</b>	<b>3,603,386</b>	<b>3,603,386</b>
<b>Rev Totals for Dept: 31000000</b>	<b>15,706,900</b>	<b>11,922,940</b>	<b>5,566,094</b>	<b>12,433,550</b>	<b>12,254,678</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	3,474,573	3,478,668	1,606,607	3,548,736	3,554,151
6001001 SALARIES PART-TIME	675,919	863,855	420,897	874,387	874,387
6001002 SALARIES TEMPORARY	114,305	0	2,680	0	0
6001003 SALARIES OVERTIME	187,593	120,000	104,670	135,000	115,000
6001004 SALARIES SHIFT DIFFERENTIAL	12,889	8,500	7,665	8,500	8,500
<b>0000010 Personnel Service Totals</b>	<b>4,465,279</b>	<b>4,471,023</b>	<b>2,142,519</b>	<b>4,566,623</b>	<b>4,552,038</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	1,384	300	300	300	300
6004011 DUPLICATING AND PRINTING RM SU	0	1,000	0	1,000	1,000
6004012 OFFICE SUPPLIES	4,681	3,000	3,147	3,000	3,000
6004020 DPW BLDG SERVICE SUPPLIES	80	200	0	200	200
6004021 BLDG MAINTENANCE SUPPLIES	14,304	7,500	8,085	11,500	11,500
6004022 FUEL AND HEATING SUPPLIES	32,494	53,000	25,620	51,000	51,000
6004023 BLDG AND GROUNDS SUPPLIES	13,103	15,000	4,175	17,500	17,500
6004040 MOTOR EQUIPMENT SUPPLIES	302,450	400,000	409,245	375,000	350,000
6004045 TRAINING AND EDUCATIONAL SUPPL	0	650	0	650	650
6004046 GAS OIL GREASE AND DIESEL FUEL	746,491	935,975	569,723	1,004,900	1,004,900
6004047 TIRES AND TUBES	78,564	72,000	36,877	75,000	75,000

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2040 Transit Operating  
 DEPT: 31000000 Public Transportation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004048 MISC OPERATIONAL SUPPLIES	79,141	44,000	22,721	57,000	57,000
6004052 UNIFORMS	11,887	8,000	4,467	9,500	9,500
6004054 SAFETY SUPPLIES	3,191	3,000	2,486	3,000	3,000
6004055 COMPUTER SOFTWARE AND SUPPLIES	0	0	1,387	0	0
6004100 POSTAGE AND FREIGHT	350	500	254	500	500
6004101 TELEPHONE	10,126	16,236	12,048	16,236	16,236
6004105 DUES AND MEMBERSHIPS	2,626	2,625	2,500	2,625	2,625
6004106 GENERAL OFFICE EXPENSES	99	200	99	200	200
6004112 BLDG GROUNDS AND EQUIP REPAIR	15,134	16,001	12,343	13,500	11,500
6004113 WATER AND SEWAGE CHARGES	11,351	16,200	9,533	16,200	16,200
6004115 ELECTRIC CURRENT	63,920	82,000	43,543	78,000	78,000
6004117 BUILDING AND GROUNDS EXPENSES	43,340	41,000	33,715	42,000	40,000
6004121 LAUNDRY AND DRY CLEANING EXPEN	11,808	10,500	7,448	11,500	11,500
6004130 MOTOR EQUIP REPAIRS AND MAINT	261,387	190,560	29,376	172,160	104,160
6004136 OPERATIONAL EQUIPMENT REPAIRS	70	1,500	1,842	1,500	1,500
6004137 ADVERTISING AND PROMOTION EXPE	449	0	356	35,000	25,000
6004138 OTHER OPERATIONAL EXPENSES	75,751	125,616	46,078	123,640	123,640
6004144 DIAL-A-BUS-HANDICAPPED	947,073	930,000	626,877	983,510	983,510
6004160 MILEAGE AND PARKING-LOCAL	609	50	69	50	50
6004161 TRAVEL HOTEL AND MEALS	4,223	4,000	2,732	4,500	4,500
6004162 EDUCATION AND TRAINING	4,317	1,000	2,125	1,500	1,500
6004165 ADVISORY BD/TRUSTEES EXPENSES	0	600	0	800	800
6004169 DAY TRIP MEAL REIMBURSEMENT	0	50	0	50	50
6004192 SOFTWARE MAINTENANCE	2,500	6,200	6,200	6,200	6,200
6004196 COPYING MACHINE RENTALS	718	2,242	1,397	2,242	2,242
6004200 PROPERTY LOSS	4,263	29,530	6,726	0	0
6004203 INSURANCE CLAIMS	31,434	131	3,162	0	0
6004400 MEDICAL AND PHYSICAL EXAMS	5,277	5,000	1,930	5,000	5,000
6004504 OTHER FINANCIAL SERVICES	1,826	1,647	501	1,457	1,457
<b>0000040 Contractual Expenditures Totals</b>	<b>2,786,421</b>	<b>3,027,013</b>	<b>1,939,087</b>	<b>3,127,920</b>	<b>3,020,920</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	230,776	169,353	84,676	155,179	155,179
6004604 DPW SECURITY CHARGEBACKS	116,575	144,425	72,213	204,784	146,321
6004619 BUILDING SERVICE CHARGEBACK	67,455	81,000	36,839	73,377	73,377
6004634 Indirect Costs - Excess of Bud	396,803	0	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>811,609</b>	<b>394,778</b>	<b>193,728</b>	<b>433,340</b>	<b>374,877</b>
<b>0000042 Depreciation</b>					

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2040 Transit Operating  
DEPT: 31000000 Public Transportation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004801 DEPRECIATION - BUILDINGS	579,044	0	40,382	0	0
6004803 DEPRECIATION - IMPROV O/T BLDG	50,015	0	0	0	0
6004804 DEPRECIATION - MOTOR VEHICLES	887,999	0	53,959	0	0
6004805 DEPRECIATION - MACHINERY & EQU	37,853	0	870	0	0
<b>0000042 Depreciation Totals</b>	<b>1,554,911</b>	<b>0</b>	<b>95,211</b>	<b>0</b>	<b>0</b>
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	0	189,810	0	198,638	198,638
6006001 PRINCIPAL ON BANS	0	98,750	0	146,574	146,574
<b>0000060 Principal on Indebtedness Totals</b>	<b>0</b>	<b>288,560</b>	<b>0</b>	<b>345,212</b>	<b>345,212</b>
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	101,242	93,841	28,811	84,776	84,776
6007001 INTEREST ON BANS	3,950	9,313	3,164	16,790	16,790
6007005 INTEREST ON CAPITAL LEASE	219	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>105,411</b>	<b>103,154</b>	<b>31,975</b>	<b>101,566</b>	<b>101,566</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	-143,178	640,908	362,555	612,797	613,559
6008002 SOCIAL SECURITY	322,176	334,242	152,838	351,046	351,460
6008003 MANDATORY MEDICARE	-105	0	0	0	0
6008004 WORKERS COMPENSATION	516,755	561,669	280,835	616,254	616,254
6008006 LIFE INSURANCE	1,310	1,245	785	1,245	1,245
6008007 HEALTH INSURANCE	751,685	778,683	451,258	802,851	802,851
6008008 OPEB - HEALTH INSURANCE	318,684	0	0	0	0
6008009 RETIREE HEALTH INSURANCE	858,762	884,325	591,767	930,043	930,043
6008010 DISABILITY INSURANCE	734	792	436	792	792
6008011 UNEMPLOYMENT INSURANCE	10,287	0	1,155	0	0
6008015 PENSION EXPENSE	929,936	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>3,567,046</b>	<b>3,201,864</b>	<b>1,841,629</b>	<b>3,315,028</b>	<b>3,316,204</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	0	452,885	0	543,861	543,861
<b>0000090 Transfers Totals</b>	<b>0</b>	<b>452,885</b>	<b>0</b>	<b>543,861</b>	<b>543,861</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2040 Transit Operating

DEPT: 31000000 Public Transportation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Exp Totals for Dept: 31000000	13,290,677	11,939,277	6,244,149	12,433,550	12,254,678
Total for Dept: 31000000	2,416,223	-16,337	-678,055	0	0

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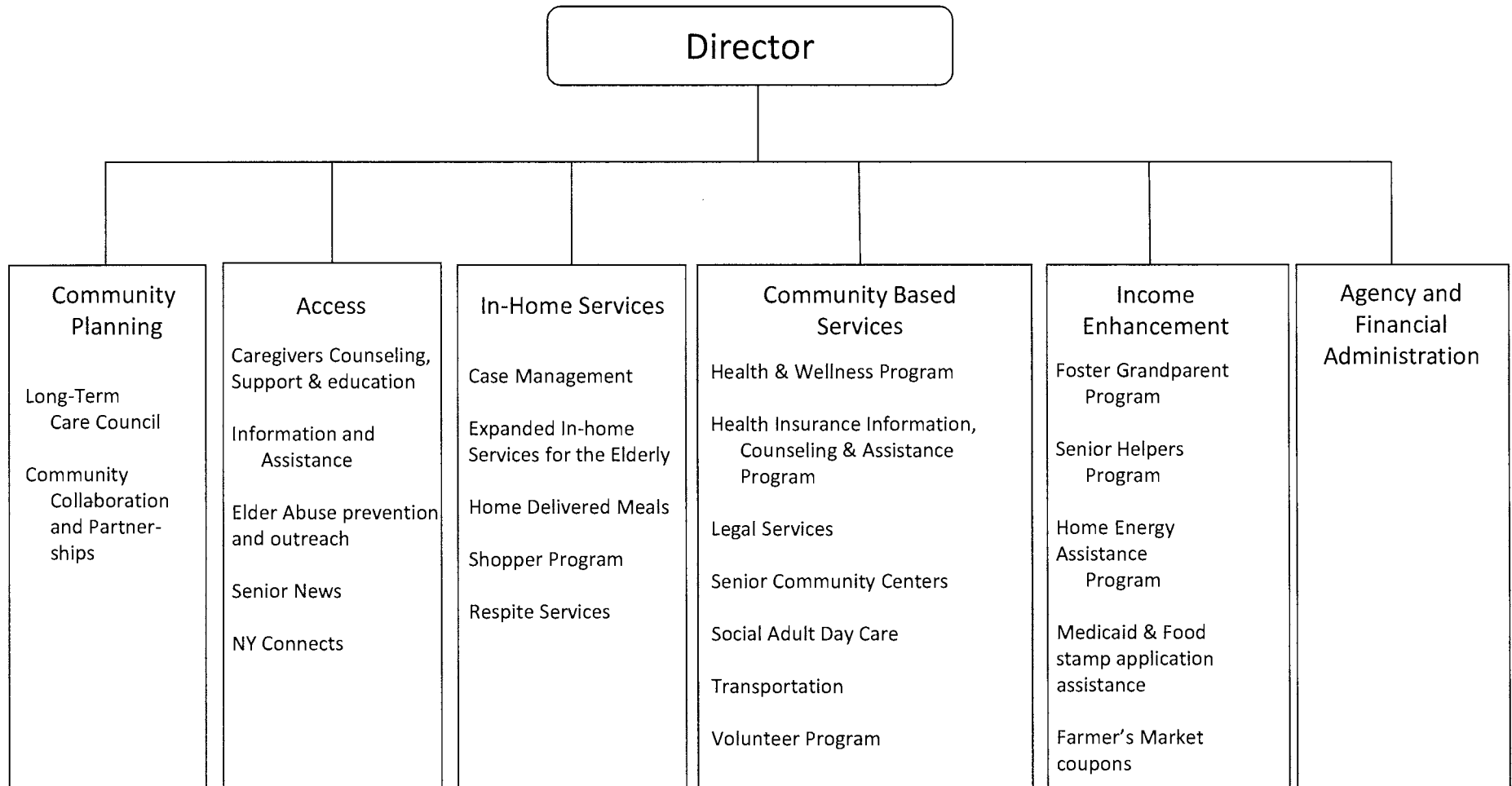




## Economic Assistance and Opportunity

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# Office for Aging



## Office for Aging

### 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 25% of the senior population of the County.

The Office for Aging services fall into four main categories.

- Access  
Caregiver Counseling and Support, NY Connects, Information and Assistance, Intake, Elder Abuse Prevention and Outreach and *Senior News* monthly newsletter.
- In-home Services  
Case Management, Expanded In-home Services for the Elderly, Home Delivered Meals, and Shopper Program.
- Community Based Services  
Health and Wellness Programs, Health Insurance Information, Counseling and Assistance Program, Legal Services, Senior Community Centers, Social Adult Day Care, Transportation and the Volunteer Program.
- Income Enhancement  
Senior Helpers Program, Foster Grandparent Program, Medicaid and Food Stamp application assistance, Farmers

Market coupons, and Home Energy Assistance Program (HEAP).

### 2019 Objectives

- 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 senior population in Broome County.
- To continue our 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 seniors within our community.

### 2019 Budget Highlights

- Over the past few years the Office for Aging has seen steady revenues in mortgage tax, which is the dedicated funding stream for the agency. We anticipate this trend to continue and have projected accordingly. The department is submitting a budget for 2019 that increases the net county support slightly from 2018, while maintaining current service levels to the older adults of Broome County. This was achieved by raising the suggested contribution for our transportation, home delivered and congregate meals and adult day services. Projected increases in two State and two Federal programs were also utilized, along with projections to obtain more private funding to support programs and services.
- The submitted budget includes several decreases in expenditures and projected revenue increases. We continue to look for ways that we can save additional dollars throughout all our programs while maintaining a constant service level.

Office for Aging 34010006

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of OFA	F Admin	1	1	1	1
Fiscal Services Administrator	24 Admin	1	1	1	1
Caseworker	16 CSEA	1	1	1	1
Secretary	13 CSEA	1	1	1	1
Keyboard Specialist	8 CSEA	1	0	0	0
Account Clerk	7 CSEA	1	1	1	1
Total Full-Time Positions		6	5	5	5
<u>Part-Time Positions</u>					
Senior Account Clerk	9 CSEA	1	1	1	1
Leisure Time Activities Leader	7 CSEA	1	1	1	1
Total Part-Time Positions		2	2	2	2
Total Positions		8	7	7	7

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
 DEPT: 34000000 Office for Aging

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000106 MORTGAGE TAX	964,481	1,050,000	526,551	1,050,000	1,050,000
5000324 OFA CHARGEBACKS 1-3	173,310	149,019	128,150	179,989	179,989
<b>0000002 Departmental Income Total</b>	<b>1,137,791</b>	<b>1,199,019</b>	<b>654,701</b>	<b>1,229,989</b>	<b>1,229,989</b>
<b>0000007 Misc Interfund Revenues</b>					
5000545 CREDIT CARD REBATES	881	0	200	0	0
5000546 Trust Account Inflows	5,233	0	0	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<b>6,114</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>0</b>
<b>Rev Totals for Dept: 34000000</b>	<b>1,143,905</b>	<b>1,199,019</b>	<b>654,901</b>	<b>1,229,989</b>	<b>1,229,989</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	258,319	260,483	156,276	267,468	270,250
6001001 SALARIES PART-TIME	45,228	46,015	24,082	47,722	47,722
<b>0000010 Personnel Service Totals</b>	<b>303,547</b>	<b>306,498</b>	<b>180,358</b>	<b>315,190</b>	<b>317,972</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	207	224	0	250	250
6004012 OFFICE SUPPLIES	728	2,978	1,888	2,744	2,744
6004021 BLDG MAINTENANCE SUPPLIES	95	100	404	100	100
6004022 FUEL AND HEATING SUPPLIES	2,740	13,500	8,982	12,800	12,800
6004023 BLDG AND GROUNDS SUPPLIES	630	750	284	500	500
6004048 MISC OPERATIONAL SUPPLIES	706	991	183	816	816
6004100 POSTAGE AND FREIGHT	0	25	15	0	0
6004101 TELEPHONE	4,195	4,240	2,801	4,240	4,240
6004105 DUES AND MEMBERSHIPS	0	675	675	675	675
6004106 GENERAL OFFICE EXPENSES	610	764	699	778	778
6004113 WATER AND SEWAGE CHARGES	1,772	1,750	881	1,625	1,625
6004115 ELECTRIC CURRENT	1,800	26,687	15,264	22,637	22,637
6004117 BUILDING AND GROUNDS EXPENSES	29,950	29,032	19,361	25,382	25,382
6004137 ADVERTISING AND PROMOTION EXPE	6,244	50	0	50	50
6004138 OTHER OPERATIONAL EXPENSES	1,616	1,865	1,355	1,868	1,868

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 34000000 Office for Aging

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004139 Trust Account Outflows	4,494	0	0	0	0
6004165 ADVISORY BD/TRUSTEES EXPENSES	0	150	76	125	125
6004196 COPYING MACHINE RENTALS	-1,102	2,520	1,562	2,520	2,520
6004312 FOSTER CARE HOMES/INSTITUTE-CW	10	0	0	0	0
6004504 OTHER FINANCIAL SERVICES	0	900	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>54,695</b>	<b>87,201</b>	<b>54,430</b>	<b>77,110</b>	<b>77,110</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	5,434	3,319	1,659	3,807	3,807
<b>0000041 Chargeback Expenses Totals</b>	<b>5,434</b>	<b>3,319</b>	<b>1,659</b>	<b>3,807</b>	<b>3,807</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	1,137	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>1,137</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	423	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>423</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	27,917	47,389	30,369	52,855	53,346
6008002 SOCIAL SECURITY	21,765	23,448	12,223	24,113	24,326
6008004 WORKERS COMPENSATION	4,205	15,760	7,966	11,686	11,686
6008006 LIFE INSURANCE	105	105	68	105	105
6008007 HEALTH INSURANCE	64,132	69,585	51,283	86,154	86,154
6008009 RETIREE HEALTH INSURANCE	351,175	370,681	245,258	392,598	392,598
6008010 DISABILITY INSURANCE	436	440	254	400	400
6008011 UNEMPLOYMENT INSURANCE	-6,228	0	0	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	10,898	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>474,405</b>	<b>527,408</b>	<b>347,421</b>	<b>567,911</b>	<b>568,615</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	804,654	763,840	725,220	817,940	782,940

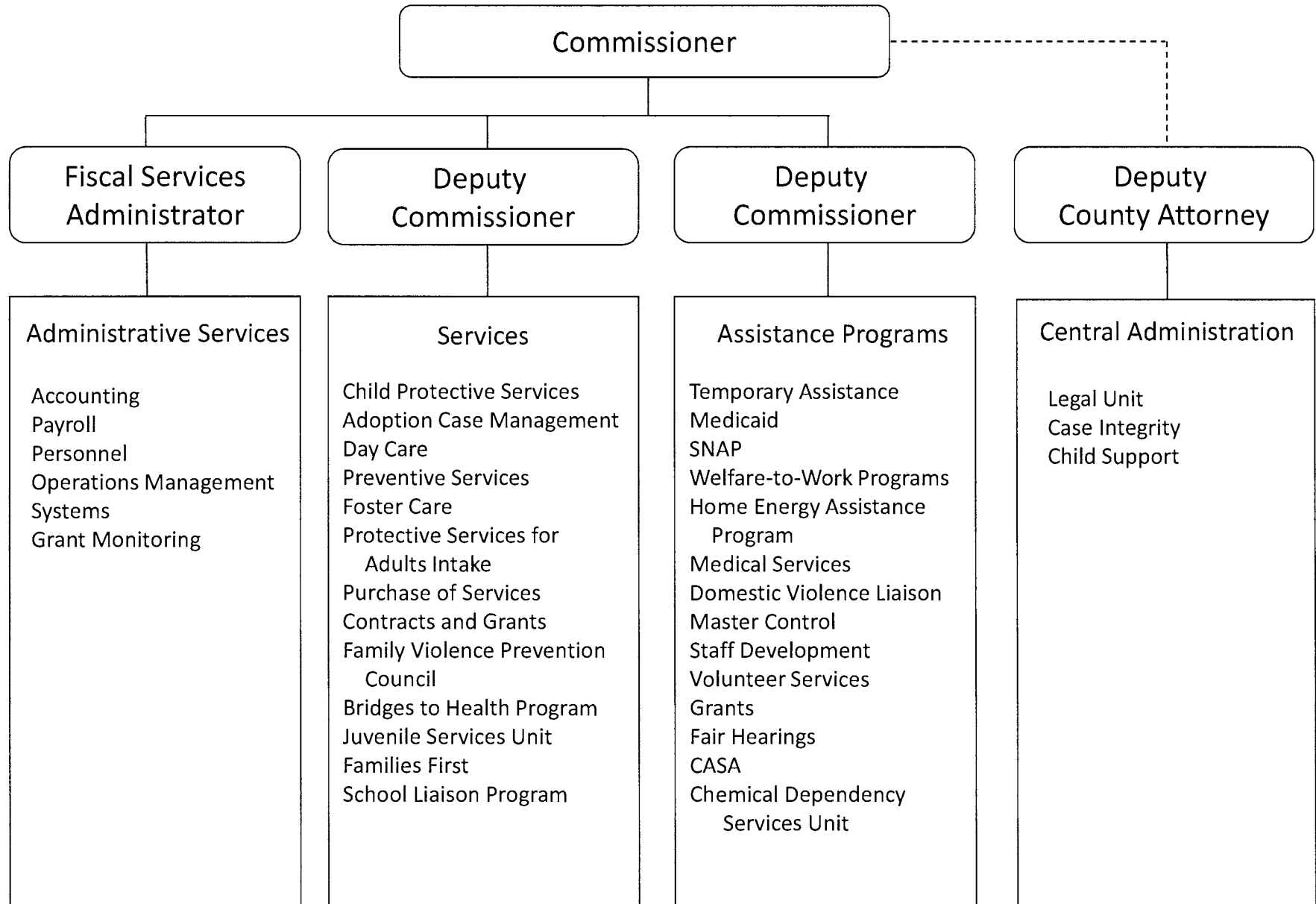
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 34000000 Office for Aging

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000090 Transfers Totals	804,654	763,840	725,220	817,940	782,940
Exp Totals for Dept: 34000000	1,644,295	1,688,266	1,309,088	1,781,958	1,750,444
Total for Dept: 34000000	-500,390	-489,247	-654,187	-551,969	-520,455

# Social Services





## **Social Services**

### **Central Administration – 35020006**

#### **Mission Statement**

##### **Staff Development**

The Staff Development, Planning, and Volunteer Services Unit are 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 in Suite 203 on the second floor of the Main Street office and serve 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 re-engineering, 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 forty 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. The function of the Council is to provide; interagency collaboration, community and professional education, program development and advocacy.

##### **Operations**

The Operations Office is located on the second 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, the Department of Public Works, and vendors.

## 2019 Objectives

### Staff Development

#### Training

- Provide mandatory training programs to all new employees.
- Maintain educational opportunities for employees through SUNY Broome and Binghamton University.
- Provide optimum uses of electronic communication options throughout the training curriculum.

#### Volunteer Services

- Maintain and/or increase the current level of volunteer service to the department.

### Family Violence Prevention Council

The council has five functions.

#### Interagency Coordination and Management of Cases

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

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

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

- Maximize the high level of fleet usage.
- Purge and destroy old documents and provide for high-density filing systems.

## **2019 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.

## Social Services/Central Administration 35020006

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Commissioner of Social Services*	J Admin	1	1	1	1
Staff Development Director	21 BAPA	1	1	1	1
Family Violence Prevention Coordinator	20 CSEA	1	1	1	1
Staff Development Specialist	17 CSEA	1	1	1	1
Secretary	13 CSEA	1	1	1	1
Social Services Operations Coordinator	13 CSEA	1	1	1	1
Senior Social Services Examiner	13 CSEA	1	1	1	1
Courier	9 CSEA	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1
Custodial Worker	AFSCME	1	1	2	2
Total Full-Time Positions		10	10	11	11
<u>Part-Time Positions</u>					
Keyboard Specialist	8 CSEA	1	1	1	1
Total Part-Time Positions		1	1	1	1
Total Positions		11	11	12	12

\* One position shared with and partially funded by the Mental Health Department

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 35000000 Social Services  
 DIV: 02 Soc Svcs-Central Admin

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000152 REPAYMENTS OF TANF	820,434	1,001,485	666,789	1,100,056	1,100,056
5000239 CSE PLACEMENTS	285,251	289,536	234,596	326,400	326,400
5000312 RENTAL CHARGEBACKS	53,813	55,937	29,336	53,903	53,903
5000331 CHARGEBACK TO GRANTS	303,412	477,520	141,308	379,223	379,223
5000333 OTHER DEPARTMENTAL CHARGEBACK	38,136	38,142	1,571	35,000	35,000
5000426 MISCELLANEOUS	1,757	1,869	1,330	2,442	2,442
<b>0000002 Departmental Income Totals</b>	<b>1,502,803</b>	<b>1,864,489</b>	<b>1,074,930</b>	<b>1,897,024</b>	<b>1,897,024</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	32,596	35,052	13,323	38,502	38,502
5000470 VENDING MACHINE	0	0	1,894	2,198	2,198
5000471 COMMISSIONS	1,591	2,007	0	0	0
<b>0000003 Use of Money Totals</b>	<b>34,187</b>	<b>37,059</b>	<b>15,217</b>	<b>40,700</b>	<b>40,700</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000518 SALE OF EQUIPMENT	144	0	0	0	0
<b>0000006 Sale of Prop and Comp for Loss Totals</b>	<b>144</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000007 Misc Interfund Revenues</b>					
5000533 UNCLASSIFIED REVENUES	35,944	24,057	21,100	26,886	26,886
5000534 TRANSFER FROM INSURANCE RESERV	13,745	4,614	8,961	0	0
5000543 PRIOR YEAR REFUNDS - TANF	0	0	1	0	0
5000545 CREDIT CARD REBATES	469	0	89	0	0
5000546 Trust Account Inflows	5,553	0	0	0	0
<b>0000007 Misc Interfund Revenues Totals</b>	<b>55,711</b>	<b>28,671</b>	<b>30,151</b>	<b>26,886</b>	<b>26,886</b>
<b>0000008 State Aid</b>					
5000855 SOCIAL SERVICES ADMINISTRATION	5,105,609	6,040,149	2,355,288	6,653,510	6,638,510
<b>0000008 State Aid Totals</b>	<b>5,105,609</b>	<b>6,040,149</b>	<b>2,355,288</b>	<b>6,653,510</b>	<b>6,638,510</b>
<b>0000009 Federal Aid</b>					
5000925 SOCIAL SERVICES ADMINISTRATION	9,387,817	9,772,021	6,170,104	9,960,371	9,933,371

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 02 Soc Svcs-Central Admin

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
5000926 A 87 FEDERAL REVENUE	363,151	436,845	403,607	516,727	516,727
<b>0000009 Federal Aid Totals</b>	<b>9,750,968</b>	<b>10,208,866</b>	<b>6,573,711</b>	<b>10,477,098</b>	<b>10,450,098</b>
<b>Rev Total for Div: 3502</b>	<b>16,449,422</b>	<b>18,179,234</b>	<b>10,049,297</b>	<b>19,095,218</b>	<b>19,053,218</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	511,815	512,338	313,874	534,914	536,619
6001001 SALARIES PART-TIME	32,655	15,444	9,441	16,087	16,087
6001009 OTHER PERSONNEL SERVICES	275	275	275	550	550
<b>0000010 Personnel Service Totals</b>	<b>544,745</b>	<b>528,057</b>	<b>323,590</b>	<b>551,551</b>	<b>553,256</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	899	1,500	249	1,500	1,500
6004012 OFFICE SUPPLIES	8,732	10,000	5,324	10,000	10,000
6004022 FUEL AND HEATING SUPPLIES	17,410	18,710	12,376	18,710	18,710
6004023 BLDG AND GROUNDS SUPPLIES	17,159	17,000	5,566	17,000	17,000
6004045 TRAINING AND EDUCATIONAL SUPPL	3,331	2,000	2,103	3,700	3,700
6004046 GAS OIL GREASE AND DIESEL FUEL	2,065	2,000	2,465	2,000	2,000
6004054 SAFETY SUPPLIES	160	160	80	720	720
6004100 POSTAGE AND FREIGHT	0	1,500	0	1,000	1,000
6004101 TELEPHONE	4,081	1,215	2,687	4,000	4,000
6004105 DUES AND MEMBERSHIPS	6,360	6,040	350	5,501	5,501
6004106 GENERAL OFFICE EXPENSES	3,043	3,500	862	3,500	3,500
6004111 BUILDING AND LAND RENTAL	821,794	838,230	628,673	854,995	824,995
6004115 ELECTRIC CURRENT	94,648	98,598	65,729	97,249	97,249
6004117 BUILDING AND GROUNDS EXPENSES	62,586	57,472	9,763	24,492	24,492
6004137 ADVERTISING AND PROMOTION EXPE	1,506	1,000	83	1,000	1,000
6004138 OTHER OPERATIONAL EXPENSES	292	1,000	537	1,000	1,000
6004139 Trust Account Outflows	5,541	0	0	0	0
6004160 MILEAGE AND PARKING-LOCAL	447	210	305	210	210
6004161 TRAVEL HOTEL AND MEALS	1,206	1,000	1,950	1,000	1,000
6004162 EDUCATION AND TRAINING	238	1,000	563	1,000	1,000
6004164 NON-EMPLOYEE TRAVEL HOTEL & ME	4,762	7,410	2,645	5,166	5,166
6004168 OTHER PERSONNEL EXPENSES	0	120	0	120	120
6004169 DAY TRIP MEAL REIMBURSEMENT	30	200	20	200	200

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 35000000 Social Services  
 DIV: 02 Soc Svcs-Central Admin

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004196 COPYING MACHINE RENTALS	17,171	24,036	19,412	28,260	28,260
6004200 PROPERTY LOSS	3,233	4,614	8,461	0	0
6004203 INSURANCE CLAIMS	10,512	0	500	0	0
6004500 ACCTG AND COST ALLOCATION SERV	7,000	7,000	7,000	7,000	7,000
6004573 OTHER FEES FOR SERVICES	67,450	87,608	41,213	55,000	55,000
6005003 DISCOVERY CENTER	5,000	5,000	0	5,000	5,000
6005016 BROOME CO COOP EXT ASSN	406,832	406,832	305,124	442,592	442,592
<b>0000040 Contractual Expenditures Totals</b>	<b>1,573,488</b>	<b>1,604,955</b>	<b>1,124,040</b>	<b>1,591,915</b>	<b>1,561,915</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	40,698	44,387	22,193	38,832	38,832
6004604 DPW SECURITY CHARGEBACKS	1,309,930	1,381,224	677,192	1,423,947	1,423,947
6004605 COUNTY ATTORNEY CHARGEBACKS	1,096,459	1,207,393	525,148	1,200,081	1,211,979
6004606 TELEPHONE BILLING ACCOUNT	17,518	16,331	5,206	13,781	13,781
6004609 DATA PROCESSING CHARGEBACKS	473,409	518,912	260,867	614,217	614,217
6004614 OTHER CHARGEBACK EXPENSES	49,516	8,178	175,531	396,185	396,185
6004615 GASOLINE CHARGEBACK	25,950	31,500	15,881	42,000	42,000
6004616 FLEET SERVICE CHARGEBACK	60,374	63,000	63,000	63,168	63,168
6004617 DUPLICATING/PRINTING CHARGEBAC	38,657	35,751	26,427	49,741	49,741
6004618 OFFICE SUPPLIES CHARGEBACK	104,387	133,146	60,378	133,239	133,239
6004619 BUILDING SERVICE CHARGEBACK	82,478	95,000	46,861	111,541	111,541
6004626 TRANSPORTATION SERVICES CHARGE	82,743	68,724	68,724	63,707	63,707
<b>0000041 Chargeback Expenses Totals</b>	<b>3,382,119</b>	<b>3,603,546</b>	<b>1,947,408</b>	<b>4,150,439</b>	<b>4,162,337</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	6,816	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>6,816</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	1,275	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>1,275</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	79,378	91,699	48,081	82,096	82,277
6008002 SOCIAL SECURITY	39,414	40,373	23,579	42,151	42,281

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 02 Soc Svcs-Central Admin

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008004 WORKERS COMPENSATION	6,284	9,708	3,353	9,915	9,915
6008006 LIFE INSURANCE	158	165	105	180	180
6008007 HEALTH INSURANCE	93,869	107,596	52,195	100,578	100,578
6008009 RETIREE HEALTH INSURANCE	76,283	77,834	58,867	88,360	88,360
6008010 DISABILITY INSURANCE	677	704	423	640	640
<b>0000080 Employee Benefits Totals</b>	<b>296,063</b>	<b>328,079</b>	<b>186,603</b>	<b>323,920</b>	<b>324,231</b>
<b>Exp Total for Div: 3502</b>	<b>5,804,506</b>	<b>6,064,637</b>	<b>3,581,641</b>	<b>6,617,825</b>	<b>6,601,739</b>
<b>Total for Div: 35000000</b>	<b>10,644,916</b>	<b>12,114,597</b>	<b>6,467,656</b>	<b>12,477,393</b>	<b>12,451,479</b>



## Social Services

### Administrative Services - 35010006

#### 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 county government in understanding and pursuing the most advantageous use of our welfare funding.

#### Description

Administrative Services is responsible for a variety of functions. Including 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.

#### 2019 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.
- Assist external auditors in their audit of department records.
- Maintain individual personnel files for all employees which includes: personnel data records (PDRs), leave of absences and disability forms, bi-weekly payroll, and computerized sick and vacation records for more accurate and efficient record keeping.

#### 2019 Budget Highlights

- Ongoing re-engineering effort to focus on efficiencies and cost reductions.
- Conduct a 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 monthly.
- Document, update and flow chart all financial processes to enhance departmental controls and optimize process efficiencies.

## Social Services/Administrative Services 35010006

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Fiscal Services Administrator	24 Admin	1	1	1	1
Accounting Supervisor Grade A	21 BAPA	0	0	1	1
Senior Accountant	18 BAPA	1	1	0	0
Accountant (County)	16 CSEA	1	1	1	1
Resource Consultant	14 CSEA	1	1	1	1
Welfare Management Systems Assistant	13 CSEA	1	1	1	1
Principal Account Clerk	13 CSEA	4	4	4	4
Secretary	13 CSEA	1	1	1	1
Senior Account Clerk	9 CSEA	5	5	5	5
Keyboard Specialist	8 CSEA	2	2	2	2
Senior Clerk	8 CSEA	3	3	3	3
Account Clerk	7 CSEA	1	1	1	1
Clerk	6 CSEA	1	1	1	1
Total Full-Time Positions		22	22	22	22
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		22	22	22	22

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 35000000 Social Services  
 DIV: 01 Soc Svcs-Admin Svcs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
35000000 Social Services					
0000007 Misc Interfund Revenues					
5000546 Trust Account Inflows	250	0	0	0	0
0000007 Misc Interfund Revenues Totals	250	0	0	0	0
Rev Total for Div: 3501	250	0	0	0	0
0000010 Personnel Service					
6001000 SALARIES FULL-TIME	777,742	829,126	482,751	862,504	863,901
6001003 SALARIES OVERTIME	0	3,090	0	3,090	3,090
0000010 Personnel Service Totals	777,742	832,216	482,751	865,594	866,991
0000040 Contractual Expenditures					
6004012 OFFICE SUPPLIES	1,060	5,000	852	5,000	5,000
6004161 TRAVEL HOTEL AND MEALS	1,499	3,000	1,258	3,000	3,000
6004162 EDUCATION AND TRAINING	353	725	363	725	725
6004169 DAY TRIP MEAL REIMBURSEMENT	10	250	0	250	250
0000040 Contractual Expenditures Totals	2,922	8,975	2,473	8,975	8,975
0000041 Chargeback Expenses					
6004606 TELEPHONE BILLING ACCOUNT	8,467	9,763	2,253	6,822	6,822
0000041 Chargeback Expenses Totals	8,467	9,763	2,253	6,822	6,822
0000080 Employee Benefits					
6008001 STATE RETIREMENT	107,631	133,728	75,845	138,368	138,615
6008002 SOCIAL SECURITY	55,620	63,665	33,708	66,216	66,323
6008004 WORKERS COMPENSATION	9,572	15,251	5,267	15,537	15,537
6008006 LIFE INSURANCE	311	330	209	330	330
6008007 HEALTH INSURANCE	201,240	212,736	133,501	234,781	234,781
6008009 RETIREE HEALTH INSURANCE	138,153	138,281	86,916	138,988	138,988
6008010 DISABILITY INSURANCE	1,574	1,760	1,020	1,600	1,600
6008011 UNEMPLOYMENT INSURANCE	7,332	0	0	0	0

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 01 Soc Svcs-Admin Svcs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008013 HEALTH INS - RETIRE INCENTIVE	1,219	0	0	0	0
0000080 Employee Benefits Totals	522,652	565,751	336,466	595,820	596,174
Exp Total for Div: 3501	1,311,783	1,416,705	823,943	1,477,211	1,478,962
Total for Div: 35000000	-1,311,533	-1,416,705	-823,943	-1,477,211	-1,478,962

## **Social Services**

### **Support Services - 35060006**

#### **Mission Statement**

##### Master Control

Provide vital and diversified service to all divisions in the department.

##### 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, Medical Services provides oversight by directing recipients to appropriate health and education services, working collaboratively with community providers, monitoring service provision, including monitoring levels of care, in Personal Care Services and other long term care programs, and ensuring maximization all payer sources as well as federally

supported categories of medical assistance. Medical Services assists applicants with benefits through the Social Security Administration.

##### 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 Temporary Assistance, non-Temporary Assistance SNAP, and Medicaid applications assigning case numbers, and

entering each one into the Master Control database. Master Control prepares statistical reports, orders and distributes state and local forms. Master Control is the records custodian for all active, ancillary, and closed Temporary Assistance, SNAP, and Medicaid cases. The unit also houses three scanning stations and is responsible to oversee scanning all temporary assistance openings and denials; Temporary Assistance Recertification and miscellaneous paperwork from TA Undercare and SNAP. The Master Control staff is also responsible for the finger imaging of all applicants for the Temporary Assistance, and the issuing of benefit cards for Expedited SNAP and Temporary Assistance applicants and recipients. Staff are also responsible for greeting and directing visitors to our Main Street Waiting Room.

#### Child Support Enforcement Unit (CSEU) and 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 New York State Tax Intercept, property execution, and revocation of driving privileges.

### 2019 Objectives

#### Master Control

- Provide ongoing records management for Social Services case documents.
- Provide support services for Temporary Assistance, Medical Assistance, and Non-Public Assistance SNAP case preparation and department-wide telephone support.
- Enter case numbers and corresponding information into the Master Control database.
- Scan Temporary Assistance and SNAP cases as they close or are denied to aid in our space problem.
- Provide exemplary customer service to all.
- Finger image applicants according to the AFIS plan of operation.
- Provide excellent customer service at the reception area of the Main Street waiting room.

#### Child Support Enforcement Unit (CSEU) and Support Collection Unit (SCU)

- Increase total child support collections for 2019.
- Filling of existing staff vacancy's in both the SCU and the CSEU.
- 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 2,200 cases will result in additional petition filings for paternity and support, in addition to securing court orders for third party health insurance. Approval of overtime funding will assist in case review. Securing orders for child support and third-party health insurance are potential cost avoidance for Broome County.

### Medical Services

- Maintain operations of the Mandatory Medicaid Managed Care and Mandatory Managed Long Term Care Program that allows for increased access to primary care services for the TANF, Safety Net, SSI, Disabled and Elderly populations.
- Implement New York State Medicaid Redesign Team Projects aimed at reforming the system and reducing costs, including Managed Care Benefit Expansion and the transition of Administration of the Medicaid program to New York State.
- Support and assist NY Medicaid choice with providing information to clients about Mandatory Managed Care and Managed Long Term Care plan options and provider networks so clients can make an informed choice and avoid auto assignments into managed care plans.
- Monitor service provision in Personal Care Services and other long term care programs. Services for personal care patients include monitoring levels of care, informing patients of their rights, and insuring appropriateness of care requested.

### Welfare Management System (WMS)

- Implement various applications including Connections and voice recognition software.
- Develop applications for the Viking.
- Implement records imaging solution for the department.
- Develop Human Services Enterprise Network (HSEN) to fully integrate the state and local systems.
- Develop 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.

### 2019 Budget Highlights

#### Master Control

- Provide case file management support for 12,000 Assistance Program applicants.
- Scan, index, commit, and quality control assurance for 296,000 documents per month.
- Greet and direct over 170,000 consumers to our Main Street Waiting Room.

#### Child Support Enforcement Unit (CSEU) and Support Collection Unit (SCU)

- Through full staffing, meet or exceed number of child support petitions filed in 2018, which will lead to increase in child support collected.
- To increase the unit's Paternity Establishment Percentage (PEP) from 94.29% as of January 31, 2018 to 95.00% by December 31, 2019. 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 90.78% as of January 31, 2018.

#### Medical Services

- By December 31, 2019 targeted enrollment for Broome's Medicaid Managed Care and Managed Long Term Care Programs will reach 35,000 mandatory enrollees, pending plan capacity.
- Authorize over 120,000 hours of personal care services to allow individuals to remain in their homes rather than a higher level of care.

- Assist over 260 applicants for Social Security benefits saving \$1,500,000 of local share dollars.

#### Welfare Management System (WMS)

- Provide 15,875 authorizations per month.
- Perform 317,500 transactions per month.



Social Services/Support Services 35060006

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Systems Analyst	24 BAPA	0	0	1	1
Welfare Management Systems Coordinator	20 BAPA	1	1	1	1
Coordinator of Child Support Enforcement	20 BAPA	1	1	1	1
Supervising Support Investigator	17 BAPA	1	1	1	1
Support Collection Supervisor	17 BAPA	1	1	1	1
Coordinator of Volunteer Services	16 BAPA	1	1	1	1
Senior Support Investigator	16 CSEA	1	1	1	1
Assistant Support Collection Supervisor	13 CSEA	1	1	1	1
Family Courts Liaison	12 CSEA	2	2	2	2
Social Services Examiner	11 CSEA	1	1	1	1
Support Investigator	11 CSEA	10	10	10	10
Child Support Specialist	9 CSEA	5	5	5	5
Senior Account Clerk	9 CSEA	2	2	2	2
Data Entry Machine Operator	8 CSEA	5	5	5	5
Keyboard Specialist	8 CSEA	3	3	3	3
Senior Clerk	8 CSEA	1	1	1	1
Account Clerk	7 CSEA	3	3	3	3
Telephone Operator	7 CSEA	1	0	0	0
Clerk	6 CSEA	1	2	2	2
Total Full-Time Positions		41	41	42	42
<u>Part-Time Positions</u>					
Systems Analyst	24 BAPA	1	1	0	0
Total Part-Time Positions		1	1	0	0
Total Positions		42	42	42	42

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 06 Soc Svcs-Support Svcs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	1,348,360	1,488,588	824,791	1,568,814	1,568,814
6001001 SALARIES PART-TIME	46,848	39,863	24,438	0	0
6001003 SALARIES OVERTIME	8,570	17,085	2,008	11,310	1,310
<b>0000010 Personnel Service Totals</b>	<b>1,403,778</b>	<b>1,545,536</b>	<b>851,237</b>	<b>1,580,124</b>	<b>1,570,124</b>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	32,099	51,000	19,467	51,000	51,000
6004100 POSTAGE AND FREIGHT	1,273	1,302	1,260	1,328	1,328
6004106 GENERAL OFFICE EXPENSES	446	2,961	1,528	2,360	2,360
6004160 MILEAGE AND PARKING-LOCAL	8	0	0	0	0
6004161 TRAVEL HOTEL AND MEALS	809	1,500	1,506	1,500	1,500
6004162 EDUCATION AND TRAINING	174	500	0	500	500
6004168 OTHER PERSONNEL EXPENSES	66	150	40	150	150
6004169 DAY TRIP MEAL REIMBURSEMENT	0	200	30	200	200
6004196 COPYING MACHINE RENTALS	1,705	5,443	3,203	4,800	4,800
6004402 LAB SERVICES	13,800	17,100	6,688	15,200	15,200
<b>0000040 Contractual Expenditures Totals</b>	<b>50,380</b>	<b>80,156</b>	<b>33,722</b>	<b>77,038</b>	<b>77,038</b>
<b>0000041 Chargeback Expenses</b>					
6004606 TELEPHONE BILLING ACCOUNT	11,713	15,708	3,605	14,130	14,130
6004610 PERSONNEL SERVICES CHARGEBACKS	12,495	17,915	8,000	15,625	15,625
<b>0000041 Chargeback Expenses Totals</b>	<b>24,208</b>	<b>33,623</b>	<b>11,605</b>	<b>29,755</b>	<b>29,755</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	2,504	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>2,504</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	778	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>778</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 06 Soc Svcs-Support Svcs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	204,839	247,683	128,843	242,008	242,008
6008002 SOCIAL SECURITY	100,055	118,233	60,848	120,881	120,881
6008004 WORKERS COMPENSATION	18,386	28,115	9,710	28,231	28,231
6008006 LIFE INSURANCE	580	630	384	630	630
6008007 HEALTH INSURANCE	324,301	358,779	200,053	359,327	359,327
6008009 RETIREE HEALTH INSURANCE	175,163	181,105	117,065	173,780	173,780
6008010 DISABILITY INSURANCE	2,589	3,168	1,585	2,880	2,880
6008013 HEALTH INS - RETIRE INCENTIVE	6,635	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>832,548</b>	<b>937,713</b>	<b>518,488</b>	<b>927,737</b>	<b>927,737</b>
<b>Exp Total for Div: 3506</b>	<b>2,314,196</b>	<b>2,597,028</b>	<b>1,415,052</b>	<b>2,614,654</b>	<b>2,604,654</b>
<b>Total for Div: 35000000</b>	<b>-2,314,196</b>	<b>-2,597,028</b>	<b>-1,415,052</b>	<b>-2,614,654</b>	<b>-2,604,654</b>

## Social Services

### Certification – 35030006

Includes Public Assistance, Medical Assistance, Supplemental Nutrition Assistance Program, 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 or benefits. 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. Ensure level of care assessments and referrals for community placements or in-home services are provided in the least restrictive but most appropriate setting. 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.

#### Supplemental Nutrition Assistance Program (SNAP)

To determine initial and continuing eligibility for SNAP, 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 New York State program initiatives such as e-filing, and other facilitated application services; to comply with current program requirements of Electronic Benefit Transfer and Home Energy Assistance Program (HEAP). SNAP is 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 SNAP 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 SNAP Employment and Training Program.

### 2019 Objectives

- 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.
- Conduct a public relations campaign and educational meetings and training related to the State take-over of the Medicaid Program with community providers.
- Provide level of care assessments and appropriate placements for Medicaid recipients and in-home services in the least restrictive setting that meets the consumers' needs.

### Supplemental Nutrition Assistance Program (SNAP)

- Increase client participation in the program as mandated by New York State directives including the Working Families Initiative and utilization of the "my benefits" state website.
- Maintain program integrity and statutory timeframes for case determination.
- Ensure compliance with all applicable regulatory requirements.

### Welfare to Work

- Monitor processes and work activities to ensure efforts assist the agency in meeting participation rates mandated by state and federal legislation.
- Promote and monitor new policies which immediately engage all employable applicants in work activities that will lead to the elimination or reduction in their need for public assistance and/or SNAP.
- Interface Welfare to Work and other assistance program staff and community agencies to coordinate Welfare to Work activities.

### 2019 Budget Highlights

#### Temporary Assistance

- Divert 20% of new applicants to other resources to eliminate the need for Temporary Assistance.
- Refer 100% of new applicants to the FEDS/EVR process.

#### Medical Assistance

- Refer 100% of eligible Medicaid recipients to managed care programs.
- Assist 100% of the MAGI Medicaid population to navigate the Health Exchange.
- Make initial determinations for chronic care Medicaid within the state statutory time frames.
- Make initial determinations for SSI-related Medicaid within the state statutory time frame of 45 days from application date.

### Supplemental Nutrition Assistance Program (SNAP)

- Ensure timeliness of determinations for SNAP benefits to ensure they are within the New York State statutory time limit of thirty days from application date.
- Review and process 100% of SNAP applications eligible for expedited service within five business days.
- Bring error rate to state acceptable standards through enhanced quality control and staff training.

### Welfare to Work

- Work with community agencies to expand and develop new work sites, projects, and job skills trainings for consumers.
- Enable 810 recipients to secure employment.
- Secure SSI/SSD for 220 disabled TANF and Safety Net recipients.

Social Services/Certification 35030006

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Deputy Commissioner of Social Services	E Admin	1	1	1	1
Head Social Services Examiner	21 BAPA	1	1	1	1
Senior Employment Coordinator	21 BAPA	1	1	1	1
Employment Coordinator	18 BAPA	1	1	1	1
Human Services Coordinator II	20 CSEA	1	2	2	2
Case Supervisor Grade B	20 CSEA	1	1	1	1
Senior Caseworker	18 CSEA	2	2	2	2
Principal Social Services Examiner	17 CSEA	6	6	6	6
Caseworker/Trainee*	16/14 CSEA	10	10	10	10
Job Developer	16 CSEA	1	1	1	1
Drug Abuse Counselor	14 CSEA	0	1	1	1
Secretary	13 CSEA	1	1	1	1
Senior Social Services Examiner	13 CSEA	16	16	16	16
Social Services Examiner	11 CSEA	32	32	32	32
Job Coach	10 CSEA	0	0	1	1
Keyboard Specialist	8 CSEA	5	5	5	5
Clerk	6 CSEA	2	2	2	2
Total Full-Time Positions		81	83	84	84
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		81	83	84	84

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 03 Soc Svcs-Certification

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	3,122,603	3,452,491	1,965,229	3,503,035	3,504,628
6001003 SALARIES OVERTIME	3,497	3,000	0	3,000	3,000
<b>0000010 Personnel Service Totals</b>	<b>3,126,100</b>	<b>3,455,491</b>	<b>1,965,229</b>	<b>3,506,035</b>	<b>3,507,628</b>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	8,968	13,000	4,638	13,000	13,000
6004023 BLDG AND GROUNDS SUPPLIES	409	345	226	288	288
6004111 BUILDING AND LAND RENTAL	27,632	55,088	55,093	45,944	45,944
6004117 BUILDING AND GROUNDS EXPENSES	14,789	19,522	483	16,436	16,436
6004138 OTHER OPERATIONAL EXPENSES	46	19	25	15	15
6004160 MILEAGE AND PARKING-LOCAL	86	0	38	0	0
6004161 TRAVEL HOTEL AND MEALS	202	1,500	967	1,500	1,500
6004162 EDUCATION AND TRAINING	150	150	238	150	150
6004169 DAY TRIP MEAL REIMBURSEMENT	10	150	71	150	150
6004192 SOFTWARE MAINTENANCE	4,968	0	0	0	0
6004303 JOBS - ADMINISTRATION	413	0	833	1,000	1,000
<b>0000040 Contractual Expenditures Totals</b>	<b>57,673</b>	<b>89,774</b>	<b>62,612</b>	<b>78,483</b>	<b>78,483</b>
<b>0000041 Chargeback Expenses</b>					
6004604 DPW SECURITY CHARGEBACKS	10,435	14,766	7,261	12,732	12,732
6004606 TELEPHONE BILLING ACCOUNT	25,912	34,585	9,808	30,110	30,110
6004619 BUILDING SERVICE CHARGEBACK	5,491	5,188	2,692	4,733	4,733
<b>0000041 Chargeback Expenses Totals</b>	<b>41,838</b>	<b>54,539</b>	<b>19,761</b>	<b>47,575</b>	<b>47,575</b>
<b>0000060 Principal on Indebtedness</b>					
6006008 PRINCIPAL ON CAPITAL LEASE	15,973	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	<b>15,973</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000070 Interest on Indebtedness</b>					
6007005 INTEREST ON CAPITAL LEASE	13,856	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	<b>13,856</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 35000000 Social Services  
 DIV: 03 Soc Svcs-Certification

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	446,856	546,307	294,172	535,379	535,660
6008002 SOCIAL SECURITY	224,780	264,341	141,611	268,216	268,338
6008004 WORKERS COMPENSATION	40,189	61,730	21,932	63,037	63,037
6008006 LIFE INSURANCE	1,155	1,245	783	1,260	1,260
6008007 HEALTH INSURANCE	649,285	745,214	383,200	701,779	701,779
6008009 RETIREE HEALTH INSURANCE	585,518	608,328	383,068	596,192	596,192
6008010 DISABILITY INSURANCE	6,111	6,952	3,785	6,400	6,400
6008011 UNEMPLOYMENT INSURANCE	2,050	0	0	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	27,904	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>1,983,848</b>	<b>2,234,117</b>	<b>1,228,551</b>	<b>2,172,263</b>	<b>2,172,666</b>
<b>Exp Total for Div: 3503</b>	<b>5,239,288</b>	<b>5,833,921</b>	<b>3,276,153</b>	<b>5,804,356</b>	<b>5,806,352</b>
<b>Total for Div: 35000000</b>	<b>-5,239,288</b>	<b>-5,833,921</b>	<b>-3,276,153</b>	<b>-5,804,356</b>	<b>-5,806,352</b>

**Social Services**  
**Services – 35050006**

**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.

**2019 Objectives**

- Investigate all reports of child abuse and neglect.
- Continue to promote the “Safe Sleep Message”.
- Maintain minimal use of residential placements and detention placements.
- Prioritize placing children “close to home”.
- 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.
- Achieve timely permanency for all children in foster care.

- Provide services to victims of domestic violence.
- Monitor performance improvement plans for child welfare outcomes and Title IV-E determinations.
- Implement “Raise the Age” legislation requirements.
- Seek out and locate appropriate relatives to increase Kinship Care.
- Monitor the outcomes for the new Preventive Schools Program partnership in the Binghamton school district (local share paid by school).

**2019 Budget Highlights**

- Decrease care days.
- Decrease detention days.
- Maintain successful preventive programs.
- Investigate 4,000 reports of abuse and neglect.
- Investigate 550 reports of adult abuse and neglect.
- Provide purchase of services to 450 cases per month.
- Free 25 children for adoption.
- Place 20 children for adoption.
- Provide day care to 1,500 children per month.
- Reduce the number of residential placements to 35 or less.
- Increase KinGAP placements.
- Challenge of implementing Raise the Age legislation.

Social Services/Services 35050006

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Deputy Comm. of Social Services	E Admin	1	1	1	1
Case Supervisor Grade A	23 BAPA	2	3	3	3
Mental Health Program Coordinator	23 BAPA	1	0	0	0
Office Manager	16 BAPA	1	1	1	1
Clinical Social Worker	21 CSEA	1	1	1	1
Case Supervisor Grade B	20 CSEA	13	13	14	14
Senior Caseworker	18 CSEA	22	22	23	23
Intensive Case Manager	18 CSEA	3	4	4	4
Principal Social Services Examiner	17 CSEA	1	1	1	1
Caseworker/Trainee	16/14 CSEA	64	64	66	66
Senior Social Services Examiner	13 CSEA	0	0	1	1
Secretary	13 CSEA	2	2	2	2
Social Services Examiner	11 CSEA	1	1	0	0
Senior Account Clerk	9 CSEA	2	2	2	2
Community Service Worker	8 CSEA	6	6	6	6
Keyboard Specialist	8 CSEA	6	6	6	6
Total Full-Time Positions		126	127	131	131
<u>Part-Time Positions</u>					
Intensive Case Manager	18 CSEA	1	0	0	0
Total Part-Time Positions		1	0	0	0
Total Positions		127	127	131	131

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 05 Soc Svcs- Svcs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	5,382,926	5,844,241	3,348,240	5,974,028	5,975,523
6001001 SALARIES PART-TIME	4,299	0	0	0	0
6001002 SALARIES TEMPORARY	11,915	30,000	33,007	30,000	30,000
6001003 SALARIES OVERTIME	194,019	125,160	114,930	125,160	125,160
6001008 STAND-BY PAY	14,825	14,820	8,405	14,820	14,820
<b>0000010 Personnel Service Totals</b>	<b>5,607,984</b>	<b>6,014,221</b>	<b>3,504,582</b>	<b>6,144,008</b>	<b>6,145,503</b>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	15,802	12,550	4,720	12,550	12,550
6004040 MOTOR EQUIPMENT SUPPLIES	873	500	0	1,000	1,000
6004041 PHOTOGRAPHIC SUPPLIES	452	1,000	0	500	500
6004048 MISC OPERATIONAL SUPPLIES	0	500	0	500	500
6004102 TELEPHONE EQUIPMENT	2,473	2,343	696	0	0
6004147 OTHER PROGRAM EXPENSE	777	500	127,423	225,000	225,000
6004160 MILEAGE AND PARKING-LOCAL	14,138	18,000	8,201	18,000	18,000
6004161 TRAVEL HOTEL AND MEALS	17,794	9,000	17,583	11,000	11,000
6004162 EDUCATION AND TRAINING	730	1,000	752	1,000	1,000
6004164 NON-EMPLOYEE TRAVEL HOTEL & ME	5,253	3,500	2,725	3,500	3,500
6004168 OTHER PERSONNEL EXPENSES	99	0	0	0	0
6004169 DAY TRIP MEAL REIMBURSEMENT	2,698	2,500	1,554	2,500	2,500
6004400 MEDICAL AND PHYSICAL EXAMS	20,819	35,000	12,894	27,000	27,000
6004413 OTHER HEALTH AND MEDICAL SERVI	0	500	0	0	0
6004538 LEGAL CHARGES AND FEES	4,000	5,000	0	5,000	5,000
6004573 OTHER FEES FOR SERVICES	180	1,200	990	1,500	1,500
<b>0000040 Contractual Expenditures Totals</b>	<b>86,088</b>	<b>93,093</b>	<b>177,538</b>	<b>309,050</b>	<b>309,050</b>
<b>0000041 Chargeback Expenses</b>					
6004606 TELEPHONE BILLING ACCOUNT	105,722	76,140	44,927	73,358	73,358
<b>0000041 Chargeback Expenses Totals</b>	<b>105,722</b>	<b>76,140</b>	<b>44,927</b>	<b>73,358</b>	<b>73,358</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	797,259	951,557	517,844	910,248	910,512
6008002 SOCIAL SECURITY	404,668	460,089	252,139	483,683	483,797
6008004 WORKERS COMPENSATION	67,605	107,117	37,317	119,366	119,366

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 05 Soc Svcs- Svcs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008006 LIFE INSURANCE	1,796	1,905	1,224	1,965	1,965
6008007 HEALTH INSURANCE	1,028,318	1,103,170	615,904	1,105,628	1,105,628
6008009 RETIREE HEALTH INSURANCE	804,435	826,125	546,105	868,452	868,452
6008010 DISABILITY INSURANCE	9,215	10,736	5,542	10,080	10,080
6008011 UNEMPLOYMENT INSURANCE	2,175	0	3,409	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	10,593	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>3,126,064</b>	<b>3,460,699</b>	<b>1,979,484</b>	<b>3,499,422</b>	<b>3,499,800</b>
<b>Exp Total for Div: 3505</b>	<b>8,925,858</b>	<b>9,644,153</b>	<b>5,706,531</b>	<b>10,025,838</b>	<b>10,027,711</b>
<b>Total for Div: 35000000</b>	<b>-8,925,858</b>	<b>-9,644,153</b>	<b>-5,706,531</b>	<b>-10,025,838</b>	<b>-10,027,711</b>

## Social Services

### Social Services Programs – 35070006

#### Mission Statement

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.

#### 2019 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.
- 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 five-year limitation.
- Reduce care days in foster care with emphasis on reducing residential and detention placements, and focus on placing children with relatives where appropriate.

#### 2019 Budget Highlights

- Social Services is the lead agency for PINS Diversion Services.
- Detention dollars (51/49 reimbursement) converted to supervision and treatment of Juveniles Program funds (62/38 reimbursement).
- Savings in residential placements.
- Savings in Safety Net expenditures.
- Non-Secure Detention returns to local beds.
- Use of detention only when warranted.

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 04 Soc Svcs-Intergov Transfers

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000040 Contractual Expenditures					
6004305 MMIS MEDICAL ASSISTANCE	1,637,984	1,274,179	0	955,542	960,023
0000040 Contractual Expenditures Totals	1,637,984	1,274,179	0	955,542	960,023
Exp Total for Div: 3504	1,637,984	1,274,179	0	955,542	960,023
Total for Div: 35000000	-1,637,984	-1,274,179	0	-955,542	-960,023

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 07 Soc Svcs-Social Svcs Programs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000152 REPAYMENTS OF TANF	60,196	59,983	35,601	59,238	59,238
5000154 REPAYMENTS OF AID-CHILD CARE	1,288,314	609,981	196,565	693,088	693,088
5000156 REPAYMENTS OF SAFETY NET	1,849,795	1,604,859	1,101,142	1,710,299	1,710,299
5000157 REPAYMENTS OF ADULTS	1,673	2,315	287	2,173	2,173
5000158 REPAYMENTS OF BURIALS	54,529	57,707	55,515	53,448	53,448
5000243 REPAYMENTS OF AID-JD/PINS	49,775	94,529	22,447	67,170	67,170
5000244 REPAYMENTS OF VA BURIALS	1,391	3,667	1,322	2,811	2,811
5000336 VA BURIALS CHARGEBACK	45,705	48,503	24,501	50,925	50,925
<b>0000002 Departmental Income Totals</b>	<b>3,351,378</b>	<b>2,481,544</b>	<b>1,437,380</b>	<b>2,639,152</b>	<b>2,639,152</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	1,824	805	18,459	11,404	11,404
5000543 PRIOR YEAR REFUNDS - TANF	10,823	9,161	12,998	6,853	6,853
5000544 PRIOR YEAR REFUNDS - SN	24,798	21,570	46,562	21,264	21,264
<b>0000007 Misc Interfund Revenues Totals</b>	<b>37,445</b>	<b>31,536</b>	<b>78,019</b>	<b>39,521</b>	<b>39,521</b>
<b>0000008 State Aid</b>					
5000854 TANF	20,308	0	438,301	0	0
5000855 SOCIAL SERVICES ADMINISTRATION	107,094	289,796	29,575	297,660	297,660
5000857 CHILD CARE SCHOOL DISTRICTS	330,884	411,736	192,268	331,400	331,400
5000858 CHILD CARE/FOSTER CARE (ADC)	5,273,665	5,304,142	4,410,430	5,807,590	5,807,590
5000859 JUVENILE DELINQUENT	599,031	1,105,998	268,027	3,923,633	3,821,215
5000861 SAFETY NET	3,053,023	3,321,750	1,728,033	3,259,340	3,120,140
5000862 EMERGENCY AID TO ADULTS	126,578	163,843	60,040	131,414	131,414
5000863 BURIALS	45,936	52,200	34,713	58,725	58,725
5000881 TANF DAY CARE	22,887	75,466	0	0	0
5000882 JD/PINS HOMES/INSTITUTIONS-ADC	1,306,034	1,372,325	669,415	831,579	831,579
5000884 POS	1,273,788	686,764	321,761	900,824	776,824
5000885 VA BURIALS	5,742	7,830	2,871	6,264	6,264
<b>0000008 State Aid Totals</b>	<b>12,164,970</b>	<b>12,791,850</b>	<b>8,155,434</b>	<b>15,548,429</b>	<b>15,182,811</b>
<b>0000009 Federal Aid</b>					
5000924 TANF	10,841,787	11,810,017	5,958,387	11,475,762	11,475,762
5000925 SOCIAL SERVICES ADMINISTRATION	167,485	82,749	57,939	79,045	79,045
5000927 FOSTER CARE (ADC)	5,323,910	5,167,340	3,285,424	5,689,448	5,689,448
5000928 SAFETY NET	282,602	260,832	226,605	370,598	370,598



BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 35000000 Social Services  
 DIV: 07 Soc Svcs-Social Svcs Programs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
5000929 SERVICES FOR RECIPIENTS	571,362	838,603	1,010,309	813,733	813,733
5000953 EAF TANF	1,466,931	856,784	0	1,225,319	1,225,319
5000954 EAF JD/PINS	564,816	1,158,966	638,782	849,282	849,282
5000955 EAF POS	1,110,174	984,502	463,740	772,012	772,012
5000956 JD/PINS HOMES/INSTITUTIONS-ADC	726,645	1,244,100	337,635	865,722	865,722
5000960 CHILD CARE FUNDS	0	0	-210,741	21,466	21,466
<b>0000009 Federal Aid Totals</b>	<b>21,055,712</b>	<b>22,403,893</b>	<b>11,768,080</b>	<b>22,162,387</b>	<b>22,162,387</b>
<b>Rev Total for Div: 3507</b>	<b>36,609,505</b>	<b>37,708,823</b>	<b>21,438,913</b>	<b>40,389,489</b>	<b>40,023,871</b>
<b>0000040 Contractual Expenditures</b>					
6004300 PURCHASE OF SERVICES	1,442,138	1,721,454	877,623	1,503,713	1,401,713
6004302 TANF DAY CARE	536,332	594,000	266,447	540,000	540,000
6004305 MMIS MEDICAL ASSISTANCE	37,104,509	37,291,787	24,927,905	36,974,860	36,974,860
6004306 SECURE DETENTION	131,603	1,919,158	14,826	240,000	240,000
6004308 TANF	10,336,961	11,520,000	6,706,440	11,160,000	11,160,000
6004309 EAF/TANF	457,217	350,000	232,990	375,000	375,000
6004311 INST PLACEMENT SCHOOL DISTRICT	1,116,901	1,300,000	671,748	1,200,000	1,200,000
6004312 FOSTER CARE HOMES/INSTITUTE-CW	2,636,326	2,140,835	1,758,606	2,721,322	2,721,322
6004313 FOSTER CARE HOMES/INSTITUTE-AD	11,002,749	10,504,233	7,932,667	11,586,482	11,586,482
6004315 FOSTER CARE NS DETENTION	683,772	677,373	440,336	3,949,768	3,883,395
6004316 JD/PINS INSTITUTIONS-ADC	2,383,865	2,509,098	1,091,110	1,747,421	1,747,421
6004317 JD CARE IN INSTITUTIONS	345,596	409,125	149,542	227,534	227,534
6004318 STATE TRAINING SCHOOLS	387,884	1,012,116	1,144,887	900,000	900,000
6004319 SAFETY NET	12,328,926	13,320,000	7,906,550	13,320,000	12,840,000
6004320 EMERGENCY AID FOR ADULTS	255,145	330,000	155,600	265,000	265,000
6004321 BURIALS	309,945	360,000	252,011	382,500	382,500
6004326 EAF/POS	1,386,405	1,246,569	803,476	1,444,743	1,346,743
6004327 EAF/FOSTER CARE	2,852,387	2,233,717	1,946,372	2,929,910	2,929,910
6004328 EAF/JD/PINS	579,126	849,282	669,204	990,811	990,811
6004330 VA BURIALS	52,838	60,000	33,653	60,000	60,000
6004573 OTHER FEES FOR SERVICES	889,628	870,203	486,967	870,203	771,385
<b>0000040 Contractual Expenditures Totals</b>	<b>87,220,253</b>	<b>91,218,950</b>	<b>58,468,960</b>	<b>93,389,267</b>	<b>92,544,076</b>

0000041 Chargeback Expenses

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 35000000 Social Services  
DIV: 07 Soc Svcs-Social Svcs Programs

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004610 PERSONNEL SERVICES CHARGEBACKS	150,015	160,416	80,793	260,416	260,416
6004614 OTHER CHARGEBACK EXPENSES	140,580	0	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>290,595</b>	<b>160,416</b>	<b>80,793</b>	<b>260,416</b>	<b>260,416</b>
<b>Exp Total for Div: 3507</b>	<b>87,510,848</b>	<b>91,379,366</b>	<b>58,549,753</b>	<b>93,649,683</b>	<b>92,804,492</b>
<b>Total for Div: 35000000</b>	<b>-50,901,343</b>	<b>-53,670,543</b>	<b>-37,110,840</b>	<b>-53,260,194</b>	<b>-52,780,621</b>

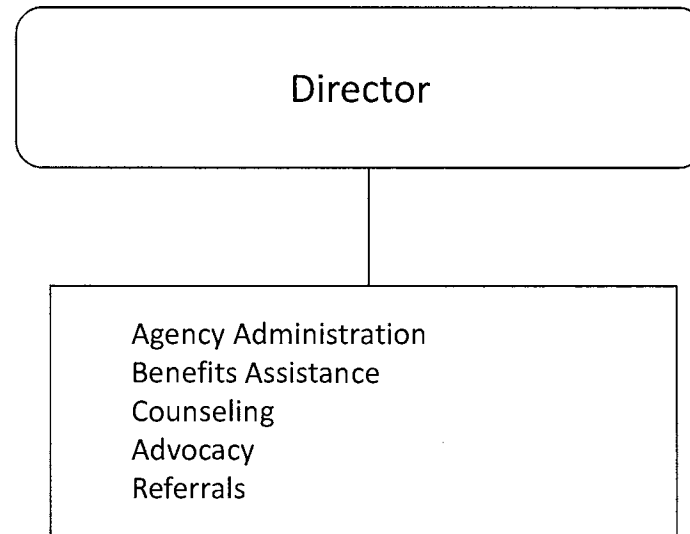
REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 35000000 Social Services  
 DIV: 08

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000009 Federal Aid</b>					
5000925 SOCIAL SERVICES ADMINISTRATION	46,117,761	0	0	0	0
5000930 HEAP	6,608,583	0	0	0	0
5000951 FEDERAL AID-HEALTH OTHER	2,519,595	0	0	0	0
<b>0000009 Federal Aid Totals</b>	<b>55,245,939</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rev Total for Div: 3508</b>	<b>55,245,939</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000040 Contractual Expenditures</b>					
6004305 MMIS MEDICAL ASSISTANCE	2,519,595	0	0	0	0
6004308 TANF	52,726,344	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>55,245,939</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Exp Total for Div: 3508</b>	<b>55,245,939</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total for Div: 35000000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total for Dept: 35000000</b>	<b>-59,685,286</b>	<b>-62,321,932</b>	<b>-41,864,863</b>	<b>-61,660,402</b>	<b>-61,206,844</b>

# Veterans Services



## **Veterans Services 3600006**

### **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 preparing, presenting and aid in the prosecution of claims governed by laws under the Department of Veterans Affairs.

### **Description**

The Veterans Service Agency renders a wide variety of services to an estimated 13,044 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 service connected compensation, nonservice connected pensions, widow benefits, referrals for VA Healthcare services, certification of documents, replacement of Separation of Military Service papers, conversion of government insurance, waiver of insurance, Veterans Affairs home loan applications, tax exemption, insurance benefits, headstones or markers, burial benefits, memorial flags, military funerals, and death gratuity pay.

### **2019 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 VA pensions with aid and attendance allowance.
- Fund 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 veterans' healthcare and mental health evaluations.
- To better assist veterans in applying for, maintaining, and appealing adverse decisions regarding benefits.
- 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.
- Participate in continual service officer training.

## 2019 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. Per statistics released by the Office of Policy, Planning, and Preparedness of the Department of Veterans Affairs, total expenditures in fiscal year 2017 for Compensation and Pension benefits was \$35,306,000 in direct payments to Broome County veterans and dependents. This number marks an increase from \$34,501,000 in fiscal year 2015.
- The Compensation and Pension category includes expenditures for the following programs: disability for service-connected injuries; dependency and indemnity compensation for spouses due to veterans' service-connected deaths; pension for non-service connected disabilities; burial benefits; and other benefits to veterans and their survivors.
- 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 Binghamton VA Outpatient Clinic and the Syracuse VA Medical Center. The vehicles, fuel, insurance and maintenance are provided by the Syracuse VA Medical Center.
- Provided in office counseling and advocacy to 515 veterans and their dependents in 2017.
- In addition, assisted with the development and presentation of 218 original and new claims for benefits to the Department of Veterans Affairs.
- Because of aggressive representation, total retroactive benefits paid to veterans and their dependents in 2017 totaled \$950,099.00 and monthly running awards totaled \$104,626.00
- Utilize an electronic scanning system for all VA documentation, creating paperless files, and eliminating the time-consuming process of filing. By the end of 2018, the Veterans Service Agency will be completely paperless.
- In 2018, the Agency increased support in the community by awarding financial assistance to local veteran's projects, including: a \$25,000 grant to the Twin Tiers Honor Flight program which transported WWII, Korean, and Vietnam Veterans to the National Mall this past Spring. Provided financial assistance to ClearPath For Veterans Canteen Service providing free luncheons to veterans at various sites in Broome County. Additionally, this Agency purchased and distributed complementary tickets to the Binghamton Air Show held at the Broome County Airport in June. It is our goal in 2019 to continue to invest in community initiatives that raise awareness of veterans' needs and interests and improve their quality of life.
- The Veterans Agency continues its partnership with ClearPath For Veterans through a New York State Senate grant to administer the Pfc Dwyer Peer to Peer Mentorship program to raise awareness and address the high suicide rate among veterans.

Veterans Services 36000006

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Veterans Director	25 Admin	1	1	1	1
Veterans Service Assistant	11 CSEA	1	1	1	1
Total Full-Time Positions		2	2	2	2
<u>Part-Time Positions</u>					
Veterans Service Officer	11 CSEA	1	1	1	1
Senior Clerk	8 CSEA	0	0	1	1
Veterans Service Assistant	11 CSEA	2	2	0	0
Total Part-Time Positions		3	3	2	2
Total Positions		5	5	4	4

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating

DEPT: 36000000 Veterans Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000224 TRANSFER TAX	395,409	340,000	291,799	340,000	340,000
5000315 TELEPHONE CHGS - COUNTY OWNED	468	0	0	0	0
5000426 MISCELLANEOUS	31	0	0	0	0
<b>0000002 Departmental Income Total</b>	<b>395,908</b>	<b>340,000</b>	<b>291,799</b>	<b>340,000</b>	<b>340,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000545 CREDIT CARD REBATES	79	67	53	67	67
5000561 TRANSFER FROM RESERVE FUND	0	200,465	200,465	214,718	216,381
<b>0000007 Misc Interfund Revenues Total</b>	<b>79</b>	<b>200,532</b>	<b>200,518</b>	<b>214,785</b>	<b>216,448</b>
<b>0000008 State Aid</b>					
5000867 VETERANS SERVICE AGENCIES	12,793	12,793	12,793	12,793	12,793
<b>0000008 State Aid Total</b>	<b>12,793</b>	<b>12,793</b>	<b>12,793</b>	<b>12,793</b>	<b>12,793</b>
<b>Rev Totals for Dept: 36000000</b>	<b>408,780</b>	<b>553,325</b>	<b>505,110</b>	<b>567,578</b>	<b>569,241</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	96,127	100,189	58,801	101,330	102,657
6001001 SALARIES PART-TIME	13,245	29,931	8,543	28,266	28,266
6001002 SALARIES TEMPORARY	2,111	0	6,103	0	0
<b>0000010 Personnel Service Totals</b>	<b>111,483</b>	<b>130,120</b>	<b>73,447</b>	<b>129,596</b>	<b>130,923</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	751	800	0	800	800
6004012 OFFICE SUPPLIES	970	1,000	1,144	1,000	1,000
6004048 MISC OPERATIONAL SUPPLIES	973	0	13,225	0	0
6004105 DUES AND MEMBERSHIPS	207	450	90	450	450
6004106 GENERAL OFFICE EXPENSES	1,289	1,500	174	1,500	1,500
6004146 SUBCONTRACTED PROGRAM EXPENSE	64,804	100,499	71,396	125,000	125,000
6004147 OTHER PROGRAM EXPENSE	16,852	18,000	2,378	18,000	18,000



REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 36000000 Veterans Services

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004160 MILEAGE AND PARKING-LOCAL	0	50	0	0	0
6004161 TRAVEL HOTEL AND MEALS	994	3,000	500	3,000	3,000
6004168 OTHER PERSONNEL EXPENSES	25	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>86,865</b>	<b>125,299</b>	<b>88,907</b>	<b>149,750</b>	<b>149,750</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	115	129	129	147	147
6004606 TELEPHONE BILLING ACCOUNT	467	1,053	574	1,559	1,559
6004609 DATA PROCESSING CHARGEBACKS	9,353	12,256	6,128	12,200	12,200
6004614 OTHER CHARGEBACK EXPENSES	1,923	460	518	518	518
6004617 DUPLICATING/PRINTING CHARGEBAC	8,681	1,490	4,388	51	51
6004618 OFFICE SUPPLIES CHARGEBACK	361	15,373	0	9,283	9,283
6004621 BUILDING AND LAND RENTAL CHARG	26,010	29,952	0	29,952	29,952
6004630 VA BURIALS CHARGEBACK	45,705	48,503	24,501	50,925	50,925
<b>0000041 Chargeback Expenses Totals</b>	<b>92,615</b>	<b>109,216</b>	<b>36,238</b>	<b>104,635</b>	<b>104,635</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	13,317	17,281	8,747	15,526	15,760
6008002 SOCIAL SECURITY	8,316	9,954	5,486	9,914	10,016
6008004 WORKERS COMPENSATION	564	390	195	518	518
6008006 LIFE INSURANCE	30	45	20	60	60
6008007 HEALTH INSURANCE	11,097	16,816	6,935	11,652	11,652
6008009 RETIREE HEALTH INSURANCE	24,616	24,527	16,411	25,847	25,847
6008010 DISABILITY INSURANCE	47	176	54	80	80
<b>0000080 Employee Benefits Totals</b>	<b>57,987</b>	<b>69,189</b>	<b>37,848</b>	<b>63,597</b>	<b>63,933</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	100,000	120,000	120,000	120,000	120,000
<b>0000090 Transfers Totals</b>	<b>100,000</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>
<b>Exp Totals for Dept: 36000000</b>	<b>448,950</b>	<b>553,824</b>	<b>356,440</b>	<b>567,578</b>	<b>569,241</b>
<b>Total for Dept: 36000000</b>	<b>-40,170</b>	<b>-499</b>	<b>148,670</b>	<b>0</b>	<b>0</b>

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## Home and Community Services

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# Planning & Economic Development



## **Planning and Economic Development**

### **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. Implement projects and programs designed to improve the economy, environment, and physical infrastructure of the County.

### **Description**

The Department of Planning and Economic Development provides professional services to Broome County Government, its departments, and municipalities as well as to other public and private entities. The Department provides assistance in land-use planning, zoning, grant writing, economic development, environmental studies and recommendations, local land use reviews (GML 239), community assistance, GIS Mapping and research and infrastructure development. Advisory guidance is provided by the Environmental Management Council and BMTS Advisory Committee, the Broome County Land Bank, and the Broome-Tioga Stormwater Coalition.

### **2019 Objectives**

#### **Comprehensive Plans, Studies and Technical Assistance:**

- Complete the Town of Sanford Comprehensive Plan.
- Complete the Village of Port Dickinson Comprehensive Plan.
- Complete the Parks Master Plan.
- Update the County-Wide Comprehensive Plan action plan.

- Continue providing support and assistance to Broome County municipalities on local comprehensive plan development.
- Conduct training and workshops for municipal officials.
- Work with municipal officials to coordinate 239 reviews, zoning and subdivision reviews.
- Collaborate with local municipalities to carry out the Local Waterfront Revitalization Plan.
- Administer the Susquehanna Heritage Area program to protect and preserve our cultural resources.
- Continue collaboration with village centers.
- Continue to collaborate with Broome County Land Bank.

#### **Economic Development:**

- Continue implementation of Innovation Districts in Binghamton, Endicott, and Johnson City.
- Administer and market the Go All Out Broome campaign.
- Work to administer the \$20 million Greater Binghamton Fund.
- Continue the effective collaboration with the Agency for economic development services.
- Closely collaborate with economic development entities in the region to continue implementation of a coordinated approach to economic development.

#### **Flood Mitigation and Storm Water Management:**

- Complete the update of the FEMA mandated Multi-Jurisdictional Hazard Mitigation Plan.
- Assist with coordinating the Upper Susquehanna Watershed Study in conjunction with the NYS DEC and the Army Corps of Engineers.
- Continue implementation of federally mandated Storm Water Management Plan and providing education and facilitating public participation for MS4 Compliance, (Municipal Separate Storm Sewer Systems).

- Continue to coordinate the Flood Task Force, administer flood related grant programs, and evaluate and implement new and better flood mitigation strategies.
- Continue to actively participate in the BC Community Organizations Around Disasters (BCCOAD).

#### Grants and Grants Administration:

- Effectively manage the Hotel-Motel fund to maximize its impact by leveraging the fund with other resources.
- Aggressively pursue state, federal and other grant funding to meet County goals and objectives.

#### Agriculture:

- Complete the Agriculture Economic Development Plan with the support of Hotel Motel Funds and New York State Agriculture and Markets funding.
- Continue to work with the Agriculture Task Force to support and expand farming in Broome County.
- Continue participation on and provide support for the Ag and Farmland Protection Board.

#### Brownfields:

- Update database of brownfield sites and create story map.
- Initiate environmental assessments of brownfield sites.
- Complete Step III of the Endicott Johnson Industrial Spine BOA.
- Continue monitoring program post EPA clean Up Cooperative Agreement for 312 Maple Street Remediation.

#### GIS:

- Continue to expand the County's GIS capabilities.

Continue participation on the following Boards and Committees:

- Ag Task Force
- Aging Futures Partnership
- BCCOAD
- Binghamton Commission on Architecture and Urban Planning
- BMTS Bicycle/Pedestrian Committee
- BMTS Planning Committee
- Broome Tioga Storm Water Coalition
- Chronic Disease Leadership Team
- Environmental Management Council
- Greenway Steering Committee
- Headwaters River Trail
- Healthy Communities Initiative
- NYS DEC Region 7 Open Space Committee
- Regional Economic Development Council Work Groups
- Southern Tier East Regional Planning Development Board
- Susquehanna Heritage Area Commission and Advisory Board

#### 2019 Budget Highlights

Planning continues to maintain a stable budget.

Planning & Economic Development 37000007

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 7/5/2018			
		<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Comm. Of Planning & Economic Development*	H Admin	1	1	1	1
Director of Planning	24 BAPA	1	1	1	1
GIS Administrator	24 BAPA	1	1	1	1
Chief Planner**	23 BAPA	1	1	1	1
Senior Planner	21 CSEA	2	2	2	2
Senior Environmental Planner***	21 CSEA	1	1	1	1
Planner	18 CSEA	1	1	1	1
Senior Account Clerk	9 CSEA	1	1	1	1
Total Full-Time Positions		9	9	9	9
<u>Part-Time Positions</u>					
Total Part-Time Positions		0	0	0	0
Total Positions		9	9	9	9

\* One position unfunded since 2016

\*\*One position unfunded since 2016

\*\*\*One position unfunded since 2011



REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating

DEPT: 37000000 Planning and Econ Development

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000176 RENTAL CONTRACTS	7,920	0	0	0	0
5000189 OTHER LOCAL GOVERNMENTS	7,000	8,000	4,000	9,000	9,000
5000331 CHARGEBACK TO GRANTS	4,088	0	0	0	0
<b>0000002 Departmental Income Total</b>	<b>19,008</b>	<b>8,000</b>	<b>4,000</b>	<b>9,000</b>	<b>9,000</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000513 MINOR SALES - PLANNING	4,135	2,000	1,141	2,000	2,000
<b>0000006 Sale of Prop and Comp for Loss Total</b>	<b>4,135</b>	<b>2,000</b>	<b>1,141</b>	<b>2,000</b>	<b>2,000</b>
<b>Rev Totals for Dept: 37000000</b>	<b>23,143</b>	<b>10,000</b>	<b>5,141</b>	<b>11,000</b>	<b>11,000</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	361,037	370,296	223,646	380,641	380,641
<b>0000010 Personnel Service Totals</b>	<b>361,037</b>	<b>370,296</b>	<b>223,646</b>	<b>380,641</b>	<b>380,641</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	693	1,000	0	200	200
6004012 OFFICE SUPPLIES	1,783	2,300	1,407	2,200	2,200
6004100 POSTAGE AND FREIGHT	44	300	0	200	200
6004105 DUES AND MEMBERSHIPS	12,620	13,400	12,622	13,400	13,400
6004106 GENERAL OFFICE EXPENSES	480	1,000	0	1,000	1,000
6004137 ADVERTISING AND PROMOTION EXPE	489	1,000	1,082	2,000	2,000
6004160 MILEAGE AND PARKING-LOCAL	6	100	0	100	100
6004161 TRAVEL HOTEL AND MEALS	561	500	0	300	300
6004162 EDUCATION AND TRAINING	387	1,600	0	500	500
6004169 DAY TRIP MEAL REIMBURSEMENT	0	100	0	100	100
6004196 COPYING MACHINE RENTALS	995	3,044	663	3,044	3,044
6004255 CONTRACTED SERVICES	55,159	58,395	23,464	55,000	55,000
6005017 SOIL CONSERVATION SERVICE	70,970	70,970	53,228	70,970	70,970
<b>0000040 Contractual Expenditures Totals</b>	<b>144,187</b>	<b>153,709</b>	<b>92,466</b>	<b>149,014</b>	<b>149,014</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
 DEPT: 37000000 Planning and Econ Development

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	269	512	128	576	576
6004615 GASOLINE CHARGEBACK	126	450	128	750	750
6004616 FLEET SERVICE CHARGEBACK	1,078	2,250	2,250	2,256	2,256
<b>0000041 Chargeback Expenses Totals</b>	<b>1,473</b>	<b>3,212</b>	<b>2,506</b>	<b>3,582</b>	<b>3,582</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	54,467	63,378	37,201	63,770	63,770
6008002 SOCIAL SECURITY	26,264	28,328	16,204	29,119	29,119
6008004 WORKERS COMPENSATION	2,615	4,047	1,012	3,928	3,928
6008006 LIFE INSURANCE	90	90	60	90	90
6008007 HEALTH INSURANCE	56,213	56,013	35,133	60,176	60,176
6008009 RETIREE HEALTH INSURANCE	38,220	45,615	25,899	28,408	28,408
6008010 DISABILITY INSURANCE	349	529	216	320	320
6008013 HEALTH INS - RETIRE INCENTIVE	3,087	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>181,305</b>	<b>198,000</b>	<b>115,725</b>	<b>185,811</b>	<b>185,811</b>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	110,869	81,642	81,642	91,878	91,878
<b>0000090 Transfers Totals</b>	<b>110,869</b>	<b>81,642</b>	<b>81,642</b>	<b>91,878</b>	<b>91,878</b>
<b>Exp Totals for Dept: 37000000</b>	<b>798,871</b>	<b>806,859</b>	<b>515,985</b>	<b>810,926</b>	<b>810,926</b>
<b>Total for Dept: 37000000</b>	<b>-775,728</b>	<b>-796,859</b>	<b>-510,844</b>	<b>-799,926</b>	<b>-799,926</b>

# Solid Waste Management

Commissioner of Public Works, Parks, Recreation and Youth Services

Director of Solid Waste Management

## Recycling

County-wide Recycling Programs  
 Recycling Contract  
 Curbside and Drop-off sites  
 Education and Outreach  
 Technical Assistance  
 Market Research  
 Pilot Projects  
 Hazardous Waste Programs  
 Hazardous Waste Hauler Contract  
 Facility Operations  
 Residential Program  
 Commercial and Institutional Program  
 Site Health and Safety  
 Education and Outreach  
 Battery Drop-off  
 Medical Waste Program  
 Grant Applications  
 Grants  
 Municipal Waste Reduction and Recycling  
 Coordinator  
 EPF Recycling Equipment  
 Household Hazardous Waste  
 State Assistance Program

## Administration

Fiscal Management  
 Engineering Oversight  
 Planning and Development  
 Landfill Design and Permitting  
 Host Community Benefits  
 Buffer Property Management  
 Local Law Implementation  
 Grant Management

## Landfill

Operations  
 Landfilling and Daily Cover  
 Scale Revenues and Billing  
 Hauler and Customer Service  
 Hauler Permitting and Assistance  
 Recycling and Composting  
 Pallet and Mulch Processing  
 Leachate Hauling  
 Residential Drop-off Service  
 Groundwater Monitoring  
 Equipment, Building and Ground  
 Maintenance  
 Bird Mitigation, Illegal Dumping,  
 Nuisance Control  
 Contract Administration  
 Leachate Treatment Facility  
 Landfill Gas Management and Electrical  
 Generation  
 Landfill Closure and Remediation

## **Solid Waste Management**

### **Mission Statement**

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 County solid waste operations with the cost of operations financed by user fees.

Complying with changing state and federal regulations governing the solid waste industry, the Division of Solid Waste Management has effectively contained costs and remained economically competitive.

Landfill operations focus on maximum compaction of the waste resulting in the most effective use of airspace. Recycling goals mandated by New York State in the Solid Waste Management Act of 1988 have already been exceeded.

A solid waste management system is a critical part of Broome County's infrastructure in supporting public health, safety and welfare in the County as well as providing 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 material recovery programs including reduction, reuse, recycling, and composting.
- The operations and maintenance of the county sanitary landfill and solid waste disposal facilities serving the entire county are located at the intersection of the towns of Barker, Maine, and Nanticoke.
- The implementation and management of all charges and user fees imposed by the County Legislature for solid waste disposal or handling.
- The coordination of all engineering services for solid waste management operations.
- The procurement, evaluation, and selection for the Legislature's consideration such firms as necessary to provide professional services in conjunction with county solid waste management programs.
- Public education and outreach to all county residents and businesses.
- The Eco Center featuring a community giveback program and reuse of building materials to increase waste reduction and sustainability.
- Operate and maintain a permanent household hazardous waste facility to provide proper disposal of hazardous waste and electronics from residences and Conditionally Exempt Small Quantity Generators.

## 2019 Objectives

- Administer the solid waste management system for our community.
- Manage landfill gas collection efficiently and effectively.
- Maximize the generation of electricity from the collection of additional landfill gas.
- Increase the leaf and yard waste-composting program at the landfill and investigate food waste composting opportunities.
- Efficiently manage the hazardous waste facility.
- Manage the countywide recycling program.
- Improve the division's comprehensive health and safety programs.
- Maximize compaction techniques in the landfill to make the most efficient use of airspace.
- Match revenue with expense.
- Operate our leachate treatment facility as efficiently as possible and continue to maximize the amount of treated leachate discharging into the sewer system.
- Manage ongoing O&M of landfill, its properties, programs and functions so that
  - The facility continues to follow all applicable permits and regulations, and
  - To ensure the health and safety of the public, the environment, and all landfill employees.
- Investigate future grant opportunities.
- Continue to support and foster product stewardship efforts.
- Maintain a free bulky rigid plastics recycling drop-off program to increase waste diversion and recycling.

## 2019 Budget Highlights

- Maintain operations and established solid waste and recycling programs at a reasonable tip fee with no use of property tax funding.

Solid Waste Management 38010007, 38040007, 38050007

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 7/5/2018			
		<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full Time Positions</u>					
Deputy Commissioner of PW - Solid Waste Management*	F Admin	1	0	0	0
Director of Solid Waste Management	27 BAPA	0	1	1	1
Materials Recovery Manager	21 CSEA	1	1	1	1
Solid Waste Management Specialist	21 CSEA	1	1	1	1
Solid and Hazardous Waste Facility Technician	19 CSEA	1	1	1	1
Sanitary Landfill Supervisor	AFSCME	1	1	1	1
Assistant Sanitary Landfill Supervisor	AFSCME	1	1	1	1
Equipment Mechanic III	AFSCME	1	1	1	1
Laborer	AFSCME	4	4	4	4
Landfill Clerk	AFSCME	3	3	3	3
Motor Equipment Operator III**	AFSCME	8	8	8	8
Motor Equipment Operator II	AFSCME	1	1	1	1
Total Full-Time Positions		23	23	23	23
<u>Part Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		23	23	23	23

\* Unfunded since 2014, abolished in 2018

\*\*One position unfunded in 2017 to fund Assistant Sanitary Landfill Supervisor

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2020 SWM Operating

DEPT: 38000000 Solid Waste Management

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000189 OTHER LOCAL GOVERNMENTS	24,033	42,000	12,497	25,000	25,000
5000223 TIPPING FEES	8,740,080	8,684,350	4,851,877	8,808,416	8,808,416
5000225 DISPOSAL FEES	43,090	37,500	15,649	43,000	43,000
5000426 MISCELLANEOUS	52,998	53,500	33,591	37,000	37,000
5000431 MISCELLANEOUS	118,277	100,575	72,134	118,344	118,344
5000440 CHARGEBACK OF SERVICES PROVIDE	11,450	12,200	7,526	11,600	11,600
<b>0000002 Departmental Income Total</b>	<b>8,989,928</b>	<b>8,930,125</b>	<b>4,993,274</b>	<b>9,043,360</b>	<b>9,043,360</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	8,751	6,500	29,206	35,000	35,000
<b>0000003 Use of Money Total</b>	<b>8,751</b>	<b>6,500</b>	<b>29,206</b>	<b>35,000</b>	<b>35,000</b>
<b>0000004 Licenses and Permits</b>					
5000481 PERMITS	20,418	21,245	20,285	20,700	20,700
<b>0000004 Licenses and Permits Total</b>	<b>20,418</b>	<b>21,245</b>	<b>20,285</b>	<b>20,700</b>	<b>20,700</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000510 SALE OF SCRAP & EXCESS MATERIA	42,257	28,828	21,634	43,000	43,000
<b>0000006 Sale of Prop and Comp for Loss Total</b>	<b>42,257</b>	<b>28,828</b>	<b>21,634</b>	<b>43,000</b>	<b>43,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	1,902	0	0	0	0
5000532 PREMIUM & ACCRUED INT ON OBLIG	182,364	0	104,880	0	0
5000545 CREDIT CARD REBATES	640	0	143	640	640
5000546 Trust Account Inflows	321,976	0	0	0	0
5000570 EARNINGS ON TEMPORARY INVESTME	718	0	0	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<b>507,600</b>	<b>0</b>	<b>105,023</b>	<b>640</b>	<b>640</b>
<b>0000008 State Aid</b>					
5000808 OTHER STATE AID	437,706	150,333	0	83,529	83,529
<b>0000008 State Aid Total</b>	<b>437,706</b>	<b>150,333</b>	<b>0</b>	<b>83,529</b>	<b>83,529</b>

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BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2020 SWM Operating

DEPT: 38000000 Solid Waste Management

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000009 Federal Aid</b>					
5000952 ARRA DEBT REIMBURSEMENT	56,460	56,434	16,331	56,615	56,615
<b>0000009 Federal Aid Total</b>	<b>56,460</b>	<b>56,434</b>	<b>16,331</b>	<b>56,615</b>	<b>56,615</b>
<b>Rev Totals for Dept: 38000000</b>	<b>10,063,120</b>	<b>9,193,465</b>	<b>5,185,753</b>	<b>9,282,844</b>	<b>9,282,844</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	878,989	1,117,656	459,130	1,110,767	1,110,767
6001002 SALARIES TEMPORARY	53,942	67,127	33,673	55,503	55,503
6001003 SALARIES OVERTIME	41,348	53,858	26,987	53,700	53,700
6001004 SALARIES SHIFT DIFFERENTIAL	445	1,045	0	1,000	1,000
6001006 OUT OF TITLE PAY	19,658	17,340	13,998	22,500	22,500
6001009 OTHER PERSONNEL SERVICES	2,850	3,675	2,850	3,500	3,500
<b>0000010 Personnel Service Totals</b>	<b>997,232</b>	<b>1,260,701</b>	<b>536,638</b>	<b>1,246,970</b>	<b>1,246,970</b>
<b>0000020 Equipment and Capital Outlay</b>					
6002303 CONSTRUCTION MOTOR EQUIPMENT	0	450,000	454,210	567,000	567,000
6002709 OTHER OPERATIONAL EQUIPMENT	0	16,000	0	0	0
<b>0000020 Equipment and Capital Outlay Totals</b>	<b>0</b>	<b>466,000</b>	<b>454,210</b>	<b>567,000</b>	<b>567,000</b>
<b>0000040 Contractual Expenditures</b>					
6004000 MAT & SUPPLIES-SURFACE TREAT	39,291	51,240	101,361	114,000	114,000
6004001 MAT & SUPPLIES-SIGNS & POSTS	0	1,000	0	1,000	1,000
6004010 BOOKS AND SUBSCRIPTIONS	585	1,280	0	1,280	1,280
6004011 DUPLICATING AND PRINTING RM SU	330	1,500	0	1,500	1,500
6004012 OFFICE SUPPLIES	3,495	4,000	3,118	4,300	4,300
6004021 BLDG MAINTENANCE SUPPLIES	4,606	7,100	4,406	7,200	7,200
6004022 FUEL AND HEATING SUPPLIES	12,699	15,950	12,013	11,000	11,000
6004023 BLDG AND GROUNDS SUPPLIES	2,087	3,100	1,462	3,100	3,100
6004030 FOOD AND BEVERAGES	14	250	0	250	250
6004040 MOTOR EQUIPMENT SUPPLIES	126,989	175,000	91,982	200,000	200,000



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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2020 SWM Operating

DEPT: 38000000 Solid Waste Management

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004041 PHOTOGRAPHIC SUPPLIES	0	100	0	100	100
6004045 TRAINING AND EDUCATIONAL SUPPL	973	2,160	460	1,700	1,700
6004046 GAS OIL GREASE AND DIESEL FUEL	188,146	234,900	143,365	269,693	269,693
6004047 TIRES AND TUBES	18,473	25,250	4,038	36,000	36,000
6004048 MISC OPERATIONAL SUPPLIES	59,693	123,075	48,048	106,550	106,550
6004049 LEACHATE SUPPLIES	88,538	83,000	48,568	89,000	89,000
6004052 UNIFORMS	2,037	2,500	1,141	2,100	2,100
6004054 SAFETY SUPPLIES	4,954	6,600	2,580	7,100	7,100
6004055 COMPUTER SOFTWARE AND SUPPLIES	2,931	6,595	1,768	21,000	21,000
6004100 POSTAGE AND FREIGHT	279	950	270	650	650
6004105 DUES AND MEMBERSHIPS	1,760	1,693	522	1,481	1,481
6004112 BLDG GROUNDS AND EQUIP REPAIR	14,833	13,000	5,915	15,000	15,000
6004113 WATER AND SEWAGE CHARGES	29,719	65,000	8,862	58,000	58,000
6004115 ELECTRIC CURRENT	36,645	53,500	23,930	39,800	39,800
6004117 BUILDING AND GROUNDS EXPENSES	7,200	14,000	2,048	7,200	7,200
6004121 LAUNDRY AND DRY CLEANING EXPEN	3,412	4,100	1,541	3,500	3,500
6004130 MOTOR EQUIP REPAIRS AND MAINT	6,272	51,000	4,400	50,500	50,500
6004135 LONG TERM MAINT & CLOSURE COST	556,943	800,000	0	876,047	876,047
6004136 OPERATIONAL EQUIPMENT REPAIRS	9,548	15,000	0	10,000	10,000
6004137 ADVERTISING AND PROMOTION EXPE	24,728	30,000	12,229	30,000	30,000
6004138 OTHER OPERATIONAL EXPENSES	207,146	157,900	166,470	203,000	203,000
6004139 Trust Account Outflows	321,976	0	0	0	0
6004146 SUBCONTRACTED PROGRAM EXPENSE	606,423	690,868	305,653	631,949	631,949
6004147 OTHER PROGRAM EXPENSE	74,945	60,750	47,021	64,350	64,350
6004160 MILEAGE AND PARKING-LOCAL	20	125	13	125	125
6004161 TRAVEL HOTEL AND MEALS	2,258	4,630	2,121	4,623	4,623
6004162 EDUCATION AND TRAINING	2,640	6,980	4,260	4,610	4,610
6004168 OTHER PERSONNEL EXPENSES	600	300	0	300	300
6004191 OUTSIDE RENTALS-MACHINERY	0	50,000	0	50,000	50,000
6004196 COPYING MACHINE RENTALS	1,260	1,260	863	1,260	1,260
6004255 CONTRACTED SERVICES	3,001	0	0	3,000	3,000
6004504 OTHER FINANCIAL SERVICES	9,334	4,462	1,359	3,949	3,949
6004580 BAD DEBT EXPENSE	694	0	0	0	0
6004593 OTHER GOVERNMENTS PAYMENTS	767,145	921,271	515,381	789,567	789,567
6004594 LOSS ON DISPOSITION OF ASSETS	85,293	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>3,329,915</b>	<b>3,691,389</b>	<b>1,567,168</b>	<b>3,725,784</b>	<b>3,725,784</b>
<b>0000041 Chargeback Expenses</b>					
6004601 INDIRECT COSTS	237,554	224,963	0	207,845	207,845
6004602 INSURANCE PREMIUM CHARGEBACK	10,116	4,163	2,082	3,108	3,108
6004604 DPW SECURITY CHARGEBACKS	4,440	3,289	1,645	3,367	3,367

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2020 SWM Operating

DEPT: 38000000 Solid Waste Management

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004605 COUNTY ATTORNEY CHARGEBACKS	52,325	53,900	0	53,900	53,900
6004606 TELEPHONE BILLING ACCOUNT	19,968	9,164	5,764	9,248	9,248
6004609 DATA PROCESSING CHARGEBACKS	66,446	44,853	22,427	49,294	49,294
6004610 PERSONNEL SERVICES CHARGEBACKS	129,683	64,881	0	64,738	64,738
6004614 OTHER CHARGEBACK EXPENSES	739	1,589	0	46	46
6004615 GASOLINE CHARGEBACK	328	563	199	750	750
6004616 FLEET SERVICE CHARGEBACK	2,156	2,250	2,250	2,256	2,256
6004617 DUPLICATING/PRINTING CHARGEBAC	744	687	591	697	697
6004618 OFFICE SUPPLIES CHARGEBACK	1,311	1,648	363	1,667	1,667
6004619 BUILDING SERVICE CHARGEBACK	147	5,000	0	200	200
<b>0000041 Chargeback Expenses Totals</b>	<b>525,957</b>	<b>416,950</b>	<b>35,321</b>	<b>397,116</b>	<b>397,116</b>
<b>0000042 Depreciation</b>					
6004801 DEPRECIATION - BUILDINGS	17,701	0	378	0	0
6004803 DEPRECIATION - IMPROV O/T BLDG	3,044,403	0	108,346	0	0
6004804 DEPRECIATION - MOTOR VEHICLES	252,789	0	14,759	0	0
6004805 DEPRECIATION - MACHINERY & EQU	199,204	0	14,887	0	0
<b>0000042 Depreciation Totals</b>	<b>3,514,097</b>	<b>0</b>	<b>138,370</b>	<b>0</b>	<b>0</b>
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	0	1,413,554	0	1,560,986	1,560,986
6006001 PRINCIPAL ON BANS	0	624,208	0	431,388	431,388
<b>0000060 Principal on Indebtedness Totals</b>	<b>0</b>	<b>2,037,762</b>	<b>0</b>	<b>1,992,374</b>	<b>1,992,374</b>
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	465,251	369,295	122,723	403,380	403,380
6007001 INTEREST ON BANS	110,342	287,631	97,716	243,902	243,902
<b>0000070 Interest on Indebtedness Totals</b>	<b>575,593</b>	<b>656,926</b>	<b>220,439</b>	<b>647,282</b>	<b>647,282</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	6,502	201,056	99,581	191,095	191,095
6008002 SOCIAL SECURITY	71,398	96,444	38,319	95,211	95,211
6008004 WORKERS COMPENSATION	25,726	26,831	13,416	26,337	26,337
6008006 LIFE INSURANCE	281	330	181	330	330
6008007 HEALTH INSURANCE	216,381	246,836	120,379	234,050	234,050

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BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 2020 SWM Operating

DEPT: 38000000 Solid Waste Management

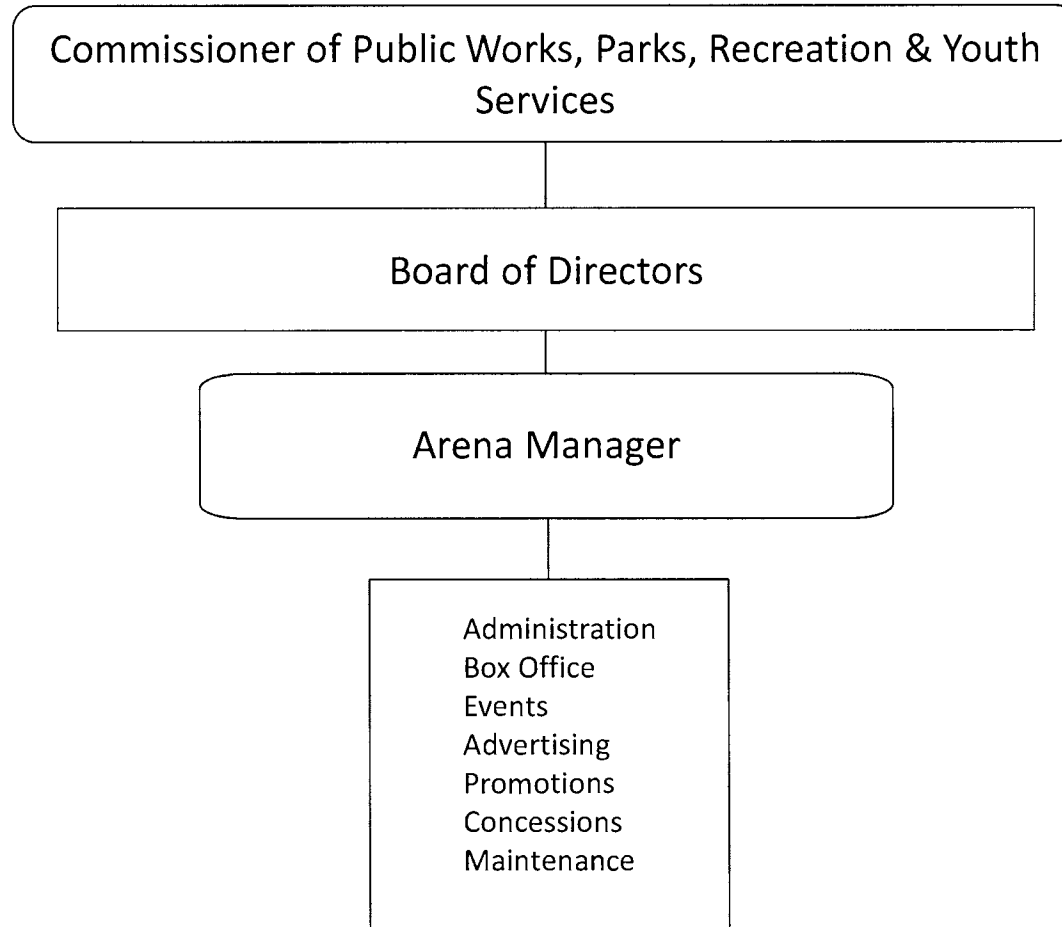
Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6008008 OPEB - HEALTH INSURANCE	204,334	0	0	0	0
6008009 RETIREE HEALTH INSURANCE	89,571	89,248	68,534	111,147	111,147
6008010 DISABILITY INSURANCE	261	264	125	240	240
6008015 PENSION EXPENSE	181,318	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>795,772</b>	<b>661,009</b>	<b>340,535</b>	<b>658,410</b>	<b>658,410</b>
<b>Exp Totals for Dept: 38000000</b>	<b>9,738,566</b>	<b>9,190,737</b>	<b>3,292,681</b>	<b>9,234,936</b>	<b>9,234,936</b>
<b>Total for Dept: 38000000</b>	<b>324,554</b>	<b>2,728</b>	<b>1,893,072</b>	<b>47,908</b>	<b>47,908</b>



## Culture and Recreation

<u>Department/Division</u>	<u>Page</u>
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# Floyd L. Maines Veterans' Memorial Arena



**Department of Public Works**  
**Floyd L. Maines Veterans' Memorial Arena**

**Mission Statement**

To provide diversified entertainment to the community and surrounding areas with the maximum possible safety, efficiency and revenue.

**Description**

The Floyd L. Maines Veterans' Memorial Arena is accounted for as a special revenue fund.

Located conveniently in downtown Binghamton, home of the AHL Binghamton Devils, and the NYSPHSAA Boys Basketball Championships, the Floyd L. Maines 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.

**2019 Objectives**

- Continue our partnership with the American Hockey League Binghamton Devils.
- Improve concession operations to better suit fan experience
- Increase the number of non-hockey 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.

- Reduce utility costs through mechanical system and control upgrades.
- Bring the facility and staff into compliance with current state and federal code requirements.
- Renewed focus on preventative maintenance and system repairs to reduce system down time and emergency repair costs.
- Continue to upgrade and improve the facility using state and federal grants when available.

**2019 Budget Highlights**

- Increased commission revenue through electronic ticketing system agreement.
- Increased cost of staff due to minimum wage increase.
- Increased county support due to insurance chargebacks and debt service.
- Increased cost to service mechanical systems in order to prevent major failures during events.

39010008 Floyd L. Maines Veterans' Memorial Arena		As of 7/5/2018			
<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Arena Manager	E Admin	1	1	1	1
Assistant Arena Manager	16 CSEA	1	1	1	1
Secretary	13 CSEA	1	1	1	1
Box Office Manager	19 BAPA	1	1	1	1
Assistant Box Office Manager	11 BAPA	1	1	1	1
Total Full-Time Positions		5	5	5	5
<u>Part-Time Positions</u>					
Custodial Worker	6 CSEA	2	2	2	2
Total Part-Time Positions		2	2	2	2
Total Positions		7	7	7	7



REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3110 Arena Operating  
DEPT: 39000000 Arena

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000117 OTHER PUB SAFETY DEPT INCOME	16,184	0	0	0	0
5000177 RENTALS & FEES	262,871	300,000	181,079	305,000	305,000
5000178 CONCESSIONS	55,666	70,000	51,718	80,000	80,000
5000179 CHARGES FOR SERVICES	9,892	10,000	5,610	11,000	11,000
5000180 CHARGES FOR EVENT STAFF	47,354	50,000	27,131	50,000	50,000
5000333 OTHER DEPARTMENTAL CHARGEBACK	48,887	40,000	20,000	40,000	40,000
<b>0000002 Departmental Income Total</b>	<b>440,854</b>	<b>470,000</b>	<b>285,538</b>	<b>486,000</b>	<b>486,000</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	0	0	46	100	100
5000471 COMMISSIONS	97,106	100,000	87,895	120,000	120,000
5000472 ADVERTISING	79,000	90,000	0	87,500	87,500
<b>0000003 Use of Money Total</b>	<b>176,106</b>	<b>190,000</b>	<b>87,941</b>	<b>207,600</b>	<b>207,600</b>
<b>0000006 Sale of Prop and Comp for Loss</b>					
5000518 SALE OF EQUIPMENT	6,000	0	0	0	0
<b>0000006 Sale of Prop and Comp for Loss Total</b>	<b>6,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0000007 Misc Interfund Revenues</b>					
5000534 TRANSFER FROM INSURANCE RESERV	0	1,684	1,684	0	0
5000545 CREDIT CARD REBATES	30	50	39	25	25
5000562 TRANSFER FROM GENERAL FUND	722,627	956,518	956,518	928,244	925,048
5000569 TRANSFER - DEBT SERVICE FUND	119,693	121,200	104,481	119,315	119,315
5000580 UNUSED CAPITAL FUND	83,854	0	0	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<b>926,204</b>	<b>1,079,452</b>	<b>1,062,722</b>	<b>1,047,584</b>	<b>1,044,388</b>
<b>0000009 Federal Aid</b>					
5000952 ARRA DEBT REIMBURSEMENT	10,569	10,569	5,301	10,602	10,602
<b>0000009 Federal Aid Total</b>	<b>10,569</b>	<b>10,569</b>	<b>5,301</b>	<b>10,602</b>	<b>10,602</b>
<b>Rev Totals for Dept: 39000000</b>	<b>1,559,733</b>	<b>1,750,021</b>	<b>1,441,502</b>	<b>1,751,786</b>	<b>1,748,590</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3110 Arena Operating  
DEPT: 39000000 Arena

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	271,410	274,776	165,884	281,305	282,745
6001001 SALARIES PART-TIME	61,113	62,365	33,480	53,580	53,580
6001002 SALARIES TEMPORARY	173,515	180,380	130,661	197,000	197,000
6001003 SALARIES OVERTIME	2,475	5,000	739	3,000	3,000
6001004 SALARIES SHIFT DIFFERENTIAL	2,340	2,500	1,540	2,500	2,500
6001009 OTHER PERSONNEL SERVICES	200	500	200	200	200
<b>0000010 Personnel Service Totals</b>	<b>511,053</b>	<b>525,521</b>	<b>332,504</b>	<b>537,585</b>	<b>539,025</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	157	500	0	500	500
6004012 OFFICE SUPPLIES	1,725	1,000	776	1,250	1,250
6004021 BLDG MAINTENANCE SUPPLIES	10,851	15,000	9,268	13,000	13,000
6004022 FUEL AND HEATING SUPPLIES	47,854	65,000	29,178	55,000	55,000
6004023 BLDG AND GROUNDS SUPPLIES	36,827	21,000	26,029	35,000	35,000
6004040 MOTOR EQUIPMENT SUPPLIES	0	750	0	250	250
6004046 GAS OIL GREASE AND DIESEL FUEL	0	100	0	100	100
6004048 MISC OPERATIONAL SUPPLIES	15	0	58	0	0
6004052 UNIFORMS	2,593	1,500	1,161	1,500	1,500
6004054 SAFETY SUPPLIES	0	250	0	250	250
6004100 POSTAGE AND FREIGHT	0	200	0	100	100
6004105 DUES AND MEMBERSHIPS	3,659	3,000	1,073	1,500	1,500
6004112 BLDG GROUNDS AND EQUIP REPAIR	7,350	5,000	6,119	5,000	5,000
6004113 WATER AND SEWAGE CHARGES	29,050	32,000	22,336	35,000	35,000
6004114 HEATING AND AIR COND PLANT EXP	45,949	55,000	12,868	50,000	45,000
6004115 ELECTRIC CURRENT	223,585	260,000	128,113	265,000	265,000
6004117 BUILDING AND GROUNDS EXPENSES	59,314	50,000	37,032	50,000	50,000
6004130 MOTOR EQUIP REPAIRS AND MAINT	0	1,000	0	1,000	1,000
6004133 UNIFORM AND CLOTHING ALLOWANCE	854	1,000	449	1,000	1,000
6004137 ADVERTISING AND PROMOTION EXPE	2,289	2,500	2,140	2,500	2,500
6004138 OTHER OPERATIONAL EXPENSES	330	0	0	0	0
6004160 MILEAGE AND PARKING-LOCAL	0	500	0	0	0
6004162 EDUCATION AND TRAINING	240	1,000	0	500	500
6004196 COPYING MACHINE RENTALS	321	1,650	1,200	1,560	1,560
6004203 INSURANCE CLAIMS	0	1,684	1,684	0	0
6004504 OTHER FINANCIAL SERVICES	927	836	441	740	740

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3110 Arena Operating  
 DEPT: 39000000 Arena

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000040 Contractual Expenditures Totals</b>	473,890	520,470	279,925	520,750	515,750
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	12,053	246,119	123,059	196,996	196,996
6004614 OTHER CHARGEBACK EXPENSES	1,026	0	0	0	0
6004615 GASOLINE CHARGEBACK	531	900	575	1,200	1,200
<b>0000041 Chargeback Expenses Totals</b>	13,610	247,019	123,634	198,196	198,196
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	92,209	100,759	100,759	120,438	120,438
6006001 PRINCIPAL ON BANS	98,742	112,665	112,665	94,716	94,716
6006008 PRINCIPAL ON CAPITAL LEASE	183,044	0	0	0	0
<b>0000060 Principal on Indebtedness Totals</b>	373,995	213,424	213,424	215,154	215,154
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	58,585	50,184	26,235	58,317	58,317
6007001 INTEREST ON BANS	25,456	31,079	31,078	27,736	27,736
6007005 INTEREST ON CAPITAL LEASE	7,096	0	0	0	0
<b>0000070 Interest on Indebtedness Totals</b>	91,137	81,263	57,313	86,053	86,053
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	52,325	52,956	35,276	75,701	75,955
6008002 SOCIAL SECURITY	37,828	40,425	24,620	41,819	41,929
6008004 WORKERS COMPENSATION	3,139	2,877	1,439	2,930	2,930
6008006 LIFE INSURANCE	104	105	70	105	105
6008007 HEALTH INSURANCE	38,364	38,357	25,024	44,422	44,422
6008009 RETIREE HEALTH INSURANCE	26,255	27,252	18,266	28,751	28,751
6008010 DISABILITY INSURANCE	245	352	171	320	320
6008013 HEALTH INS - RETIRE INCENTIVE	1,143	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	159,403	162,324	104,866	194,048	194,412
<b>Exp Totals for Dept: 39000000</b>	<b>1,623,088</b>	<b>1,750,021</b>	<b>1,111,666</b>	<b>1,751,786</b>	<b>1,748,590</b>

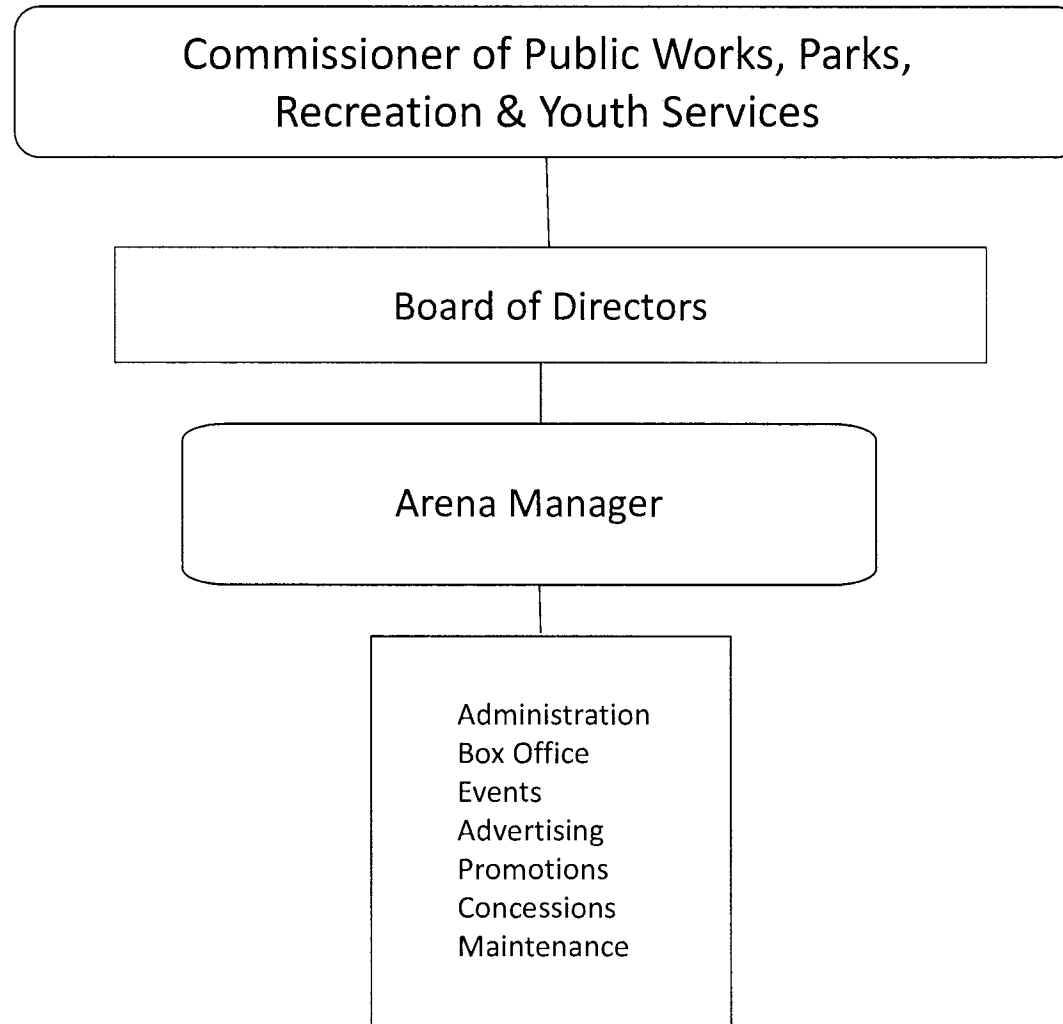
REPORT:BP032

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3110 Arena Operating  
 DEPT: 39000000 Arena

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Total for Dept: 39000000	-63,355	0	329,836	0	0

# Forum (Performing Arts Theatre)



**Department of Public Works  
Forum (Performing Arts Theater)**

**Mission Statement**

To provide diversified arts entertainment to Broome County and surrounding areas as safely, efficiently, and cost effective as possible.

**Description**

The historically registered Forum Theatre is home to the Binghamton Philharmonic, Tri-Cities Opera, Broadway Theatre League, Binghamton Theater Organ Society 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 with a seating capacity of 1,527, the Forum Theatre remains a central cultural facility for the region.

**2019 Objectives**

- Maintain a first-class arts theater.
- Continue to market the Forum for various shows and concerts.
- Complete yearly facility inspections.
- Address equipment repairs and replacement as advised by Public Works Buildings and Grounds.
- Identify needed upgrades and improvements to the facility and develop a plan to complete the projects.

**2019 Budget Highlights**

- Continued marketing revenue through membership in the Fair Game Partnership.
- Required code and security improvements as identified.
- Maintenance and replacement of equipment reaching the end of its useful life.
- Reducing county support at previous year's level.

42010008  
 Forum Performing Arts Theatre

<u>Title of Position</u>	<u>Grade/Unit</u>	As of 7/5/2018			
		<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Maintenance Worker	7 CSEA	1	1	0	0
Assistant Rec Facility Manager	16 CSEA	0	0	1	1
Total Full-Time Positions		1	1	1	1
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		1	1	1	1

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating

DEPT: 42000000 Forum

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000117 OTHER PUB SAFETY DEPT INCOME	250	0	0	0	0
5000177 RENTALS & FEES	64,901	62,000	35,475	62,000	62,000
5000178 CONCESSIONS	12,778	14,000	13,378	15,000	15,000
5000179 CHARGES FOR SERVICES	9,240	11,000	7,840	11,000	11,000
5000180 CHARGES FOR EVENT STAFF	20,315	16,000	14,531	20,000	20,000
<b>0000002 Departmental Income Total</b>	<b>107,484</b>	<b>103,000</b>	<b>71,224</b>	<b>108,000</b>	<b>108,000</b>
<b>0000003 Use of Money</b>					
5000471 COMMISSIONS	123	150	0	150	150
5000472 ADVERTISING	0	15,000	0	12,500	12,500
<b>0000003 Use of Money Total</b>	<b>123</b>	<b>15,150</b>	<b>0</b>	<b>12,650</b>	<b>12,650</b>
<b>0000007 Misc Interfund Revenues</b>					
5000534 TRANSFER FROM INSURANCE RESERV	0	1,166	1,166	0	0
5000561 TRANSFER FROM RESERVE FUND	0	40,813	40,813	36,835	36,835
<b>0000007 Misc Interfund Revenues Total</b>	<b>0</b>	<b>41,979</b>	<b>41,979</b>	<b>36,835</b>	<b>36,835</b>
<b>Rev Totals for Dept: 42000000</b>	<b>107,607</b>	<b>160,129</b>	<b>113,203</b>	<b>157,485</b>	<b>157,485</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	42,641	43,421	28,663	39,600	39,600
6001003 SALARIES OVERTIME	153	1,000	0	1,000	1,000
6001009 OTHER PERSONNEL SERVICES	200	200	200	200	200
<b>0000010 Personnel Service Totals</b>	<b>42,994</b>	<b>44,621</b>	<b>28,863</b>	<b>40,800</b>	<b>40,800</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	0	0	430	400	400
6004012 OFFICE SUPPLIES	577	250	300	500	500
6004021 BLDG MAINTENANCE SUPPLIES	3,959	3,228	6,756	4,500	4,500
6004022 FUEL AND HEATING SUPPLIES	18,415	32,000	15,821	22,000	22,000



REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 42000000 Forum

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004023 BLDG AND GROUNDS SUPPLIES	8,684	4,000	5,338	7,000	7,000
6004048 MISC OPERATIONAL SUPPLIES	364	500	0	500	500
6004112 BLDG GROUNDS AND EQUIP REPAIR	5,287	15,000	6,437	10,645	10,645
6004113 WATER AND SEWAGE CHARGES	1,943	2,000	2,064	2,500	2,500
6004114 HEATING AND AIR COND PLANT EXP	3,217	4,500	2,787	5,000	5,000
6004115 ELECTRIC CURRENT	22,021	25,000	16,454	25,000	25,000
6004117 BUILDING AND GROUNDS EXPENSES	12,091	7,500	2,714	11,000	11,000
6004133 UNIFORM AND CLOTHING ALLOWANCE	0	250	0	250	250
6004137 ADVERTISING AND PROMOTION EXPE	500	0	0	500	500
6004138 OTHER OPERATIONAL EXPENSES	0	500	428	500	500
6004200 PROPERTY LOSS	0	1,166	1,166	0	0
<b>0000040 Contractual Expenditures Totals</b>	<b>77,058</b>	<b>95,894</b>	<b>60,695</b>	<b>90,295</b>	<b>90,295</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	2,125	2,257	1,129	2,582	2,582
<b>0000041 Chargeback Expenses Totals</b>	<b>2,125</b>	<b>2,257</b>	<b>1,129</b>	<b>2,582</b>	<b>2,582</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	6,786	8,007	3,951	4,205	4,205
6008002 SOCIAL SECURITY	3,172	3,400	2,155	3,030	3,030
6008006 LIFE INSURANCE	15	15	8	15	15
6008007 HEALTH INSURANCE	6,097	6,075	2,794	10,076	10,076
6008009 RETIREE HEALTH INSURANCE	0	0	1,016	6,402	6,402
6008010 DISABILITY INSURANCE	87	88	44	80	80
<b>0000080 Employee Benefits Totals</b>	<b>16,157</b>	<b>17,585</b>	<b>9,968</b>	<b>23,808</b>	<b>23,808</b>
<b>Exp Totals for Dept: 42000000</b>	<b>138,334</b>	<b>160,357</b>	<b>100,655</b>	<b>157,485</b>	<b>157,485</b>
<b>Total for Dept: 42000000</b>	<b>-30,727</b>	<b>-228</b>	<b>12,548</b>	<b>0</b>	<b>0</b>

# En-Joie Golf Course



## **En-Joie Golf Course**

### **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 50 sand bunkers, numerous water hazards, bent grass greens and narrow tree-lined fairways that are sure to challenge any golfer. The facility includes an off-site 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 typically open from early-April through late-November based upon weather.

The golf course hosts an annual event on the PGA Tour of Champions, the Dick's Sporting Goods Open, which draws visitors to the area and viewers from all over the country.

### **2019 Objectives**

- Provide an extremely relaxing and enjoyable environment for the game of golf.
- Promote the game of golf.
- Provide superior customer service to all members and guests.
- Provide innovative and technically sound golf instruction.
- Offer new and appealing merchandise for sale to the public.
- Maintain the best conditioned and manicured championship golf course in the County.
- Host member, charity, corporate, and municipal outings.
- Continually improving goodwill and faith within the surrounding community.

### **2019 Budget Highlights**

- No tax support.

Public Works, Parks, Recreation & Youth Services (41010008)  
En-Joie Golf Course

As of  
7/5/2018

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of Golf	NA	1	1	1	1
Superintendent of Golf	NA	1	1	1	1
Asst Superintendent of Golf	NA	1	1	1	1
Golf Course Mechanic	NA	0	1	1	1
Total Full-Time Positions		3	4	4	4
<u>Part-time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		4	4	4	4

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3140 EnJoie Operating  
DEPT: 41000000 En Joie Golf Course

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000177 RENTALS & FEES	0	2,000	0	0	0
5000234 DRIVING RANGE FEES	36,596	36,000	43,832	40,000	40,000
5000235 GREENS FEES	413,214	437,000	258,961	438,000	438,000
5000236 ANNUAL MEMBERSHIP	225,140	222,000	222,774	238,000	238,000
5000237 GOLF CART RENTALS	159,612	165,000	112,344	166,000	166,000
5000426 MISCELLANEOUS	4,506	4,000	4,708	4,000	4,000
5000431 MISCELLANEOUS	5,811	0	0	0	0
5000434 MERCHANDISE SALES	61,371	54,000	48,877	63,000	63,000
<b>0000002 Departmental Income Total</b>	<b>906,250</b>	<b>920,000</b>	<b>691,496</b>	<b>949,000</b>	<b>949,000</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	0	0	2	0	0
5000465 TOURNAMENT RENTALS	121,032	121,000	1,535	123,500	123,500
5000467 RESTAURANT RENTAL	9,296	13,000	5,030	10,500	10,500
<b>0000003 Use of Money Total</b>	<b>130,328</b>	<b>134,000</b>	<b>6,567</b>	<b>134,000</b>	<b>134,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000562 TRANSFER FROM GENERAL FUND	29,719	0	0	0	0
5000569 TRANSFER - DEBT SERVICE FUND	0	0	0	3,590	3,590
<b>0000007 Misc Interfund Revenues Total</b>	<b>29,719</b>	<b>0</b>	<b>0</b>	<b>3,590</b>	<b>3,590</b>
<b>0000009 Federal Aid</b>					
5000952 ARRA DEBT REIMBURSEMENT	950	949	476	952	952
5000990 FEMA REVENUE	58,666	0	15,987	0	0
<b>0000009 Federal Aid Total</b>	<b>59,616</b>	<b>949</b>	<b>16,463</b>	<b>952</b>	<b>952</b>
<b>Rev Totals for Dept: 41000000</b>	<b>1,125,913</b>	<b>1,054,949</b>	<b>714,526</b>	<b>1,087,542</b>	<b>1,087,542</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	163,195	163,195	115,731	195,195	199,099

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3140 EnJoie Operating  
DEPT: 41000000 En Joie Golf Course

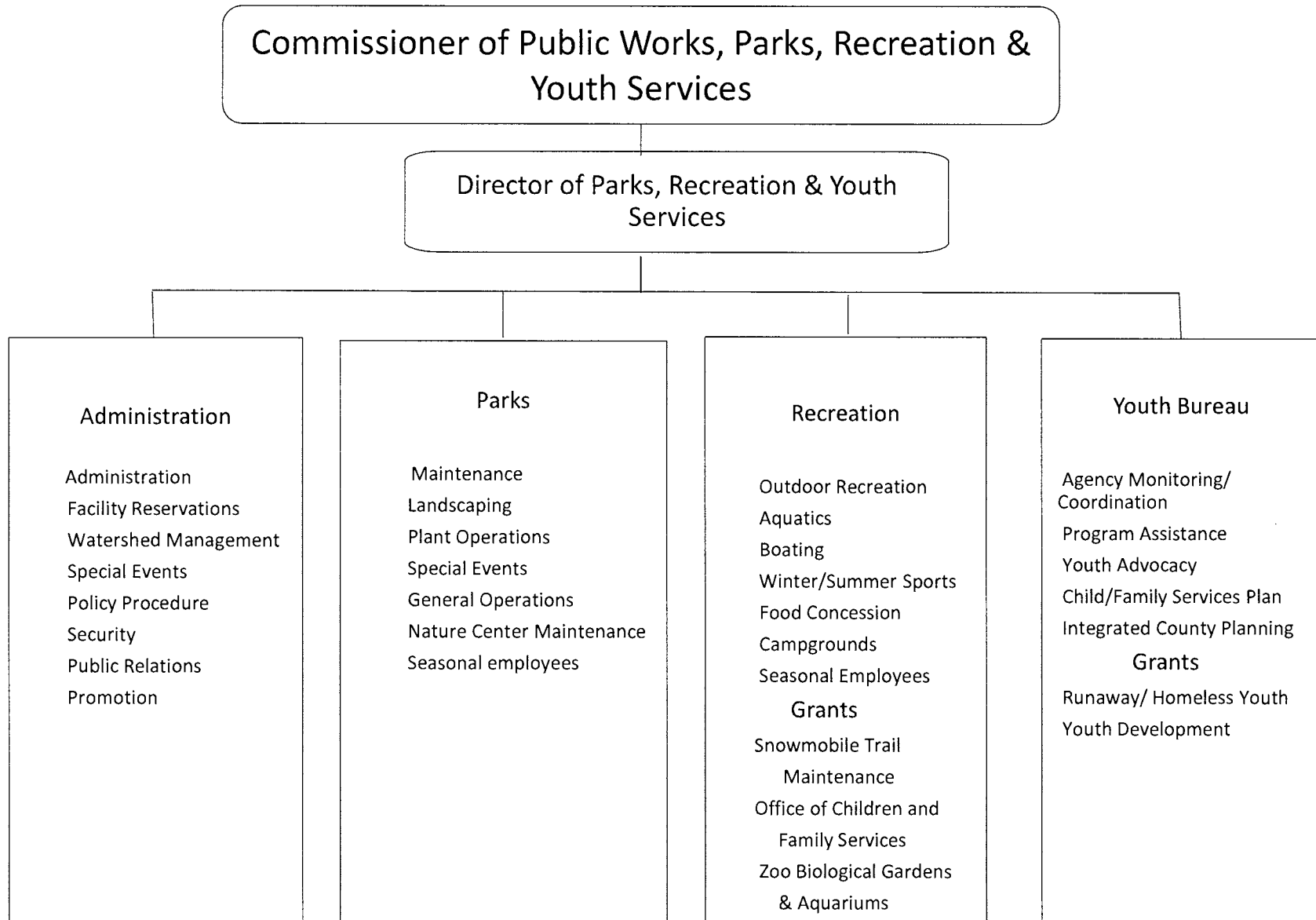
Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6001002 SALARIES TEMPORARY	274,335	308,000	164,300	280,000	280,000
<b>0000010 Personnel Service Totals</b>	<b>437,530</b>	<b>471,195</b>	<b>280,031</b>	<b>475,195</b>	<b>479,099</b>
<b>0000040 Contractual Expenditures</b>					
6004012 OFFICE SUPPLIES	233	500	279	500	500
6004021 BLDG MAINTENANCE SUPPLIES	4,181	4,000	197	4,000	4,000
6004022 FUEL AND HEATING SUPPLIES	6,413	6,500	4,937	7,000	7,000
6004023 BLDG AND GROUNDS SUPPLIES	55,857	68,000	48,919	62,000	62,000
6004040 MOTOR EQUIPMENT SUPPLIES	10,026	10,000	4,368	10,000	10,000
6004046 GAS OIL GREASE AND DIESEL FUEL	12,886	18,000	7,218	15,000	15,000
6004047 TIRES AND TUBES	955	1,000	578	1,000	1,000
6004048 MISC OPERATIONAL SUPPLIES	26,596	15,209	9,106	15,000	15,000
6004053 RECREATIONAL AND ACTIVITY SUPP	39,523	34,000	43,283	40,000	40,000
6004054 SAFETY SUPPLIES	0	500	161	500	500
6004100 POSTAGE AND FREIGHT	30	50	0	50	50
6004101 TELEPHONE	0	50	0	50	50
6004105 DUES AND MEMBERSHIPS	3,274	2,700	1,339	3,300	3,300
6004112 BLDG GROUNDS AND EQUIP REPAIR	0	3,000	0	2,000	2,000
6004113 WATER AND SEWAGE CHARGES	18,827	34,000	10,758	28,000	23,000
6004115 ELECTRIC CURRENT	35,846	39,000	19,221	39,000	39,000
6004117 BUILDING AND GROUNDS EXPENSES	15,799	15,000	10,013	16,000	16,000
6004130 MOTOR EQUIP REPAIRS AND MAINT	0	2,000	484	2,000	2,000
6004137 ADVERTISING AND PROMOTION EXPE	9,259	12,000	9,293	12,000	12,000
6004138 OTHER OPERATIONAL EXPENSES	6,934	6,000	5,821	6,000	6,000
6004190 COUNTY RENTALS-MACHINERY	110,147	110,000	82,125	110,000	110,000
6004192 SOFTWARE MAINTENANCE	1,400	1,400	1,750	1,750	1,750
6004504 OTHER FINANCIAL SERVICES	10,171	9,576	6,515	12,067	12,067
<b>0000040 Contractual Expenditures Totals</b>	<b>368,357</b>	<b>392,485</b>	<b>266,365</b>	<b>387,217</b>	<b>382,217</b>
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	10,092	29,102	14,551	22,944	22,944
6004609 DATA PROCESSING CHARGEBACKS	12,270	11,899	5,950	18,718	18,718
6004614 OTHER CHARGEBACK EXPENSES	0	15	46	0	0
6004617 DUPLICATING/PRINTING CHARGEBAC	52	156	49	101	101
6004618 OFFICE SUPPLIES CHARGEBACK	0	28	31	31	31
6004619 BUILDING SERVICE CHARGEBACK	0	5,000	0	0	0
6004634 Indirect Costs - Excess of Bud	29,719	0	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>52,133</b>	<b>46,200</b>	<b>20,627</b>	<b>41,794</b>	<b>41,794</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3140 EnJoie Operating  
 DEPT: 41000000 En Joie Golf Course

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	7,288	7,663	7,663	8,049	8,049
6006001 PRINCIPAL ON BANS	0	0	0	23,333	23,333
<b>0000060 Principal on Indebtedness Totals</b>	<b>7,288</b>	<b>7,663</b>	<b>7,663</b>	<b>31,382</b>	<b>31,382</b>
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	4,185	3,812	2,002	3,419	3,419
6007001 INTEREST ON BANS	0	0	0	10,500	10,500
<b>0000070 Interest on Indebtedness Totals</b>	<b>4,185</b>	<b>3,812</b>	<b>2,002</b>	<b>13,919</b>	<b>13,919</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	20,247	22,625	14,849	25,678	26,192
6008002 SOCIAL SECURITY	32,669	34,000	20,921	35,000	35,299
6008004 WORKERS COMPENSATION	2,293	2,375	1,188	2,333	2,333
6008006 LIFE INSURANCE	15	15	10	15	15
6008007 HEALTH INSURANCE	34,960	34,833	21,850	36,708	36,708
6008011 UNEMPLOYMENT INSURANCE	38,908	36,000	24,133	38,000	38,000
<b>0000080 Employee Benefits Totals</b>	<b>129,092</b>	<b>129,848</b>	<b>82,951</b>	<b>137,734</b>	<b>138,547</b>
<b>Exp Totals for Dept: 41000000</b>	<b>998,585</b>	<b>1,051,203</b>	<b>659,639</b>	<b>1,087,241</b>	<b>1,086,958</b>
<b>Total for Dept: 41000000</b>	<b>127,328</b>	<b>3,746</b>	<b>54,887</b>	<b>301</b>	<b>584</b>

# Parks, Recreation & Youth Services





## **PARKS, RECREATION & YOUTH SERVICES**

### **Administration**

#### **Mission Statement**

The Administrative Division of the Parks and Recreation Department provides support services for the entire department and interfaces with the County Executive, Legislature, Law Department, State, Federal agencies and the community.

#### **Description**

Article XI provides for a Department of Parks and Recreation. It is a regionally based parks and recreation system serving a population of roughly 195,000 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; Greenwood (415 acres) on County Route 320 in the Town of Nanticoke; Grippen and Roundtop (46 acres) 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 three beaches, a campground, cross-country skiing, swimming, boating, a BMX track and many other leisure activities. Annually, approximately two million people use this system.

The department is also responsible for Aqua-Terra (466 undeveloped acres) in the Town of Binghamton, the BAGSAI Complex (softball fields) and the Community Garden Plots both in the Town of Dickinson.

The Administrative Division is also responsible for the Broome County Youth Bureau including interaction with numerous community based groups, agencies, municipalities and individuals. The Division works with the Youth Bureau Advisory Board and its various committees to support the youth of Broome County.

#### **2019 Objectives**

- Provide quality facilities to the residents of Broome County.
- Maintain adequate level of service to the residents of Broome County.
- Increase funding through application of grants.
- Develop community partnerships through outreach to provide quality programming to Broome County.
- Develop streamlined processes to create more efficiency in the department.
- Develop new revenue streams to offset County support.
- Utilize Volunteers to assist in Parks.
- Develop a master plan for future vision and efficiencies.
- Administer the following grants
  - NYS Snowmobile Trail Maintenance
  - NYS Zoo, Botanical Gardens and Aquariums

#### **2019 Budget Highlights**

- Maintain present level of service.
- Increase community park use through updated fees.

## **PARKS, RECREATION & YOUTH SERVICES**

### **Youth Bureau**

#### **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 and County Executive. The Youth Bureau then applies to the NYS Office of Children and Family Services and/or other sources for program funding and enters contracts with the agencies. The Youth Bureau also leads the efforts in planning for services for youth throughout Broome County.

#### **2019 Objectives**

- Conduct a comprehensive needs assessment for youth.
- Work with the Department of Social Services to strengthen the continuum of services and activities for children, youth and families identified in our Child and Family Services Plan.
- 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.

- Monitor and evaluate all residential services provided for runaway and homeless youth under age of 21.
- Educate the community regarding youth issues, needs and problems and advocate for the adoption of strong legislation to better serve our youth.
- 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.
- Reevaluate the funding priorities to better match the needs of the youth of Broome County.
- Work with various committees through-out the county to address pressing issues facing youth ie: teen pregnancy, child abuse, and suicide and drug abuse.
- Aid youth serving agencies through training, expert advice and coordination.
- Increase efficiencies using park staff and procedures.

#### **2019 Budget Highlights**

- Maintain Youth Services Program costs to state aid support level without any funding cost to Broome County.
- Increase support to programs using advisory board and interns as mentors.
- Guide mentor/youth bureau/grant applicants relationships.

Public Works, Parks, Recreation & Youth Services 43010008  
Administration

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 7/5/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Director of Parks, Recreation & Youth Services	B Admin II	1	1	1	1
Secretary	13 CSEA	1	1	1	1
Total Full-Time Positions		2	2	2	2
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		2	2	2	2

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 43000000 Parks and Recreation  
DIV: 01 Parks & Rec-Admin

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
43000000 Parks and Recreation					
0000002 Departmental Income					
5000165 MISCELLANEOUS	300	11,000	6,944	8,000	8,000
5000196 GROUND RENTALS	8,000	15,500	11,500	11,000	11,000
5000207 UNIFORM SALES	0	0	30	0	0
0000002 Departmental Income Totals	8,300	26,500	18,474	19,000	19,000
0000003 Use of Money					
5000451 INTEREST AND EARNINGS	13	0	54	0	0
0000003 Use of Money Totals	13	0	54	0	0
0000006 Sale of Prop and Comp for Loss					
5000518 SALE OF EQUIPMENT	5,590	0	0	0	0
0000006 Sale of Prop and Comp for Loss Totals	5,590	0	0	0	0
0000007 Misc Interfund Revenues					
5000534 TRANSFER FROM INSURANCE RESERV	677	0	0	0	0
5000545 CREDIT CARD REBATES	8	0	272	0	0
5000546 Trust Account Inflows	62,592	0	0	0	0
0000007 Misc Interfund Revenues Totals	63,277	0	272	0	0
0000008 State Aid					
5000873 YOUTH BUREAU	34,734	33,907	0	34,000	34,000
5000875 YOUTH SERVICE PROGRAMS	242,404	223,000	135,222	223,000	223,000
0000008 State Aid Totals	277,138	256,907	135,222	257,000	257,000
<b>Rev Total for Div: 4301</b>	<b>354,318</b>	<b>283,407</b>	<b>154,022</b>	<b>276,000</b>	<b>276,000</b>
0000010 Personnel Service					
6001000 SALARIES FULL-TIME	112,054	113,116	68,318	114,339	115,590

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 43000000 Parks and Recreation  
 DIV: 01 Parks & Rec-Admin

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service Totals</b>	112,054	113,116	68,318	114,339	115,590
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	0	400	0	400	400
6004012 OFFICE SUPPLIES	1,217	1,500	418	1,300	1,300
6004030 FOOD AND BEVERAGES	0	25	0	25	25
6004048 MISC OPERATIONAL SUPPLIES	1	50	0	50	50
6004100 POSTAGE AND FREIGHT	0	25	0	25	25
6004105 DUES AND MEMBERSHIPS	300	602	400	602	602
6004106 GENERAL OFFICE EXPENSES	267	500	267	500	500
6004133 UNIFORM AND CLOTHING ALLOWANCE	0	0	399	0	0
6004137 ADVERTISING AND PROMOTION EXPE	200	500	80	250	250
6004139 Trust Account Outflows	52,655	0	0	0	0
6004141 YOUTH SERVICE PROGRAMS	161,898	191,982	-26,760	192,000	192,000
6004147 OTHER PROGRAM EXPENSE	18,135	4,000	3,470	4,000	4,000
6004161 TRAVEL HOTEL AND MEALS	5	250	0	250	250
6004162 EDUCATION AND TRAINING	126	50	231	150	150
6004165 ADVISORY BD/TRUSTEES EXPENSES	0	150	0	150	150
6004200 PROPERTY LOSS	677	0	0	0	0
<b>0000040 Contractual Expenditures Totals</b>	235,481	200,034	-21,495	199,702	199,702
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	15,981	15,365	7,682	10,963	10,963
6004610 PERSONNEL SERVICES CHARGEBACKS	4,650	3,907	0	3,907	3,907
<b>0000041 Chargeback Expenses Totals</b>	20,631	19,272	7,682	14,870	14,870
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	13,278	15,554	8,735	15,535	15,668
6008002 SOCIAL SECURITY	8,350	8,653	5,056	8,747	8,843
6008004 WORKERS COMPENSATION	63,189	49,963	24,982	40,562	40,562
6008006 LIFE INSURANCE	30	30	20	30	30
6008007 HEALTH INSURANCE	10,406	11,651	6,894	11,583	11,583
6008009 RETIREE HEALTH INSURANCE	90,676	92,472	61,884	97,450	97,450
6008010 DISABILITY INSURANCE	87	88	54	80	80
6008011 UNEMPLOYMENT INSURANCE	11,180	0	5,208	0	0
6008013 HEALTH INS - RETIRE INCENTIVE	3,292	0	0	0	0

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 43000000 Parks and Recreation  
DIV: 01 Parks & Rec-Admin

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
0000080 Employee Benefits Totals	200,488	178,411	112,833	173,987	174,216
Exp Total for Div: 4301	568,654	510,833	167,338	502,898	504,378
Total for Div: 43000000	-214,336	-227,426	-13,316	-226,898	-228,378

## **PARKS, RECREATION & YOUTH SERVICES**

### **Recreation**

#### **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. It is a regionally based parks and recreation system serving a population of roughly 185,000 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; Greenwood (415 acres) on County Route 320 in the Town of Nanticoke; Grippen and Roundtop (46 acres) 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 three beaches, a campground, cross-country skiing, swimming, boating, a BMX track and many other leisure activities. Annually, approximately two million people use this system.

The department is also responsible for Aqua-Terra (466 undeveloped acres) in the Town of Binghamton, the BAGSAI Complex (softball fields) and the Community Garden Plots both in the Town of Dickinson, and the property surrounding the Nature Center at Finch Hollow.

#### **2019 Objectives**

- Increase use of Social Media to promote Parks.
- Work with YMCA on aquatics programming and staffing.

- Conduct the following special events
  - Crappie Derby
  - Relay for Life and other fundraising walks and runs
  - Broome Bands Together Concert Series
  - Spiedie Fest and Balloon Rally
  - Broome County Parks Triathlon
  - Movies in the Parks
- Develop partnerships in the community with groups such as: Whitney Point Youth Association, CYO, Harpursville Youth, YMCA, Town of Chenango Parks Department, Otsiningo Farmers Market and Grippen Park BMX.
- Provide access to soccer, volleyball, bocce and softball fields.
- Look to provide education for staff for training within the department to develop added efficiencies.
- Search for new partnerships for additional special events throughout the community.
- Develop new marketing avenues and leisure entertainment activities for families.
- Utilize volunteers to assist in parks.

#### **2019 Budget Highlights**

- Allocate staff for maintenance of the Arena and Forum.
- Develop innovative lifeguard schedule to save costs and relieve labor from boat tenders and attendants.

Public Works, Parks, Recreation & Youth Services 43020008  
Recreation

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2017 Actuals</u>	<u>As of 6/21/2018 Current Authorized</u>	<u>2019 Requested</u>	<u>2019 Recommended</u>
<u>Full-Time Positions</u>					
Recreation & Youth Services Coordinator	15 BAPA	1	1	1	1
Total Full-Time Positions		1	1	1	1
<u>Part-Time Positions</u>					
Total Part-Time Positions		0	0	0	0
Total Positions		1	1	1	1



BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 43000000 Parks and Recreation  
 DIV: 02 Parks & Rec-Recreation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000165 MISCELLANEOUS	171	4,000	0	4,000	4,000
5000168 FOOD CONCESSION	30,228	42,000	22,879	42,000	42,000
5000169 BOAT CONCESSION	46,433	45,000	26,112	45,000	45,000
5000170 CAMPING	35,299	41,000	5,160	41,000	41,000
5000171 SHELTER RENTAL	50,820	50,000	71,535	50,000	50,000
5000172 SKI CONCESSION	2,530	3,000	2,150	3,000	3,000
5000196 GROUND RENTALS	5,519	5,000	3,845	6,000	6,000
5000207 UNIFORM SALES	115	50	40	50	50
<b>0000002 Departmental Income Totals</b>	<b>171,115</b>	<b>190,050</b>	<b>131,721</b>	<b>191,050</b>	<b>191,050</b>
<b>0000008 State Aid</b>					
5000835 STATE AID	35,000	35,000	35,000	35,000	35,000
<b>0000008 State Aid Totals</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
<b>Rev Total for Div: 4302</b>	<b>206,115</b>	<b>225,050</b>	<b>166,721</b>	<b>226,050</b>	<b>226,050</b>
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	55,140	55,948	33,257	41,575	41,575
6001002 SALARIES TEMPORARY	212,084	169,652	170,176	200,000	200,000
6001003 SALARIES OVERTIME	10,069	10,000	4,941	8,000	8,000
6001009 OTHER PERSONNEL SERVICES	1,150	1,000	1,250	1,200	1,200
<b>0000010 Personnel Service Totals</b>	<b>278,443</b>	<b>236,600</b>	<b>209,624</b>	<b>250,775</b>	<b>250,775</b>
<b>0000040 Contractual Expenditures</b>					
6004030 FOOD AND BEVERAGES	15,487	17,048	10,920	17,100	17,100
6004048 MISC OPERATIONAL SUPPLIES	1,045	6,556	4,567	6,000	6,000
6004053 RECREATIONAL AND ACTIVITY SUPP	1,671	16,338	7,748	5,000	5,000
6004126 RECREATIONAL AND ACTIVITY EXPE	100	500	0	500	500
<b>0000040 Contractual Expenditures Totals</b>	<b>18,303</b>	<b>40,442</b>	<b>23,235</b>	<b>28,600</b>	<b>28,600</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 43000000 Parks and Recreation  
DIV: 02 Parks & Rec-Recreation

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000041 Chargeback Expenses</b>					
6004614 OTHER CHARGEBACK EXPENSES	35,000	35,000	0	35,000	35,000
<b>0000041 Chargeback Expenses Totals</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	12,562	10,082	9,357	4,415	4,415
6008002 SOCIAL SECURITY	20,820	17,258	15,736	18,080	18,080
6008006 LIFE INSURANCE	15	15	10	15	15
6008007 HEALTH INSURANCE	16,461	16,402	10,288	10,076	10,076
6008009 RETIREE HEALTH INSURANCE	0	17,386	0	17,284	17,284
<b>0000080 Employee Benefits Totals</b>	<b>49,858</b>	<b>61,143</b>	<b>35,391</b>	<b>49,870</b>	<b>49,870</b>
<b>Exp Total for Div: 4302</b>	<b>381,604</b>	<b>373,185</b>	<b>268,250</b>	<b>364,245</b>	<b>364,245</b>
<b>Total for Div: 43000000</b>	<b>-175,489</b>	<b>-148,135</b>	<b>-101,529</b>	<b>-138,195</b>	<b>-138,195</b>

## **PARKS, RECREATION & YOUTH SERVICES**

### **Parks**

#### **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. It is a regionally based parks and recreation system serving a population of roughly 185,000 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; Greenwood (415 acres) on County Route 320 in the Town of Nanticoke; Grippen and Roundtop (46 acres) 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 three beaches, a campground, cross-country skiing, swimming, boating, a BMX track and many other leisure activities. Annually, approximately two million people use this system.

The department is also responsible for Aqua-Terra (466 undeveloped acres) in the Town of Binghamton, the BAGSAI Complex (softball fields) and the Community Garden Plots both in the Town of Dickinson.

#### **2019 Objectives**

- 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 roadway improvement program.
- Develop and implementation of capital projects.
- Enhance efficiency and promote cost-savings by forming partnerships with recreation groups, local municipalities and other County departments.
- Maintain a comprehensive schedule of special events, ranging from established events such as the Spiedie Fest and Balloon Rally and the Broome County Parks Triathlon.
- Utilize volunteers to assist in parks.

#### **2019 Budget Highlights**

- Purchase necessary equipment.
- Allocate resources for maintenance of the Arena and the Forum.
- Capital improvement request for parks construction projects, surface rehabilitation, equipment replacement, repairs and renovations.
- Increase in seasonal worker costs due to increase in New York State minimum wage.
- Develop efficiency change in seasonal tasks and labor.
- Decreases in contractual expenses based on historic averages.

Public Works, Parks, Recreation & Youth Services 43030008  
Parks

<u>Title of Position</u>	<u>Grade/Unit</u>	2017 <u>Actuals</u>	As of 6/21/2018 Current <u>Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Assistant Recreation Facility Manager	16 CSEA	1	1	0	0
Park Manager	AFSCME	2	2	2	2
Assistant Park Manager	AFSCME	3	3	4	4
Park Equipment Maintenance Mechanic	AFSCME	1	1	1	1
Park Technician	AFSCME	5	5	5	5
Senior Park Technician	AFSCME	3	3	3	3
Total Full-Time Positions		15	15	15	15
<u>Part-Time Positions</u>					
None					
Total Part-Time Positions		0	0	0	0
Total Positions		15	15	15	15

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
 DEPT: 43000000 Parks and Recreation  
 DIV: 03 Parks & Rec-Parks

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	793,949	752,523	419,778	753,263	753,263
6001002 SALARIES TEMPORARY	93,885	90,000	76,050	90,000	90,000
6001003 SALARIES OVERTIME	35,212	19,161	29,308	22,000	22,000
6001004 SALARIES SHIFT DIFFERENTIAL	2,208	2,184	1,320	2,300	2,300
6001009 OTHER PERSONNEL SERVICES	6,223	7,000	3,085	7,000	7,000
<b>0000010 Personnel Service Totals</b>	<b>931,477</b>	<b>870,868</b>	<b>529,541</b>	<b>874,563</b>	<b>874,563</b>
<b>0000040 Contractual Expenditures</b>					
6004021 BLDG MAINTENANCE SUPPLIES	13,321	33,245	10,593	26,000	26,000
6004022 FUEL AND HEATING SUPPLIES	8,261	26,174	8,454	22,000	22,000
6004023 BLDG AND GROUNDS SUPPLIES	28,939	26,607	13,571	28,000	28,000
6004030 FOOD AND BEVERAGES	1,109	0	973	0	0
6004040 MOTOR EQUIPMENT SUPPLIES	13,701	23,564	7,107	25,000	25,000
6004046 GAS OIL GREASE AND DIESEL FUEL	13,326	17,864	11,273	15,000	15,000
6004047 TIRES AND TUBES	6,088	8,888	1,767	8,000	8,000
6004048 MISC OPERATIONAL SUPPLIES	3,589	5,100	2,463	5,000	5,000
6004053 RECREATIONAL AND ACTIVITY SUPP	8	3,018	0	1,000	1,000
6004106 GENERAL OFFICE EXPENSES	0	100	0	100	100
6004112 BLDG GROUNDS AND EQUIP REPAIR	0	500	0	500	500
6004113 WATER AND SEWAGE CHARGES	22,759	8,500	2,820	10,000	10,000
6004115 ELECTRIC CURRENT	29,205	30,000	25,209	30,000	30,000
6004117 BUILDING AND GROUNDS EXPENSES	20,274	18,066	21,679	17,500	17,500
6004130 MOTOR EQUIP REPAIRS AND MAINT	0	1,000	0	1,000	1,000
6004133 UNIFORM AND CLOTHING ALLOWANCE	2,695	5,099	3,070	4,100	4,100
6004138 OTHER OPERATIONAL EXPENSES	1,029	2,500	497	2,500	2,500
6004162 EDUCATION AND TRAINING	0	752	536	2,000	2,000
<b>0000040 Contractual Expenditures Totals</b>	<b>164,304</b>	<b>210,977</b>	<b>110,012</b>	<b>197,700</b>	<b>197,700</b>
<b>0000041 Chargeback Expenses</b>					
6004614 OTHER CHARGEBACK EXPENSES	6,358	7,300	15,301	7,300	7,300
6004615 GASOLINE CHARGEBACK	13,115	18,900	8,232	24,000	24,000
6004616 FLEET SERVICE CHARGEBACK	0	2,250	0	2,256	2,256
<b>0000041 Chargeback Expenses Totals</b>	<b>19,473</b>	<b>28,450</b>	<b>23,533</b>	<b>33,556</b>	<b>33,556</b>

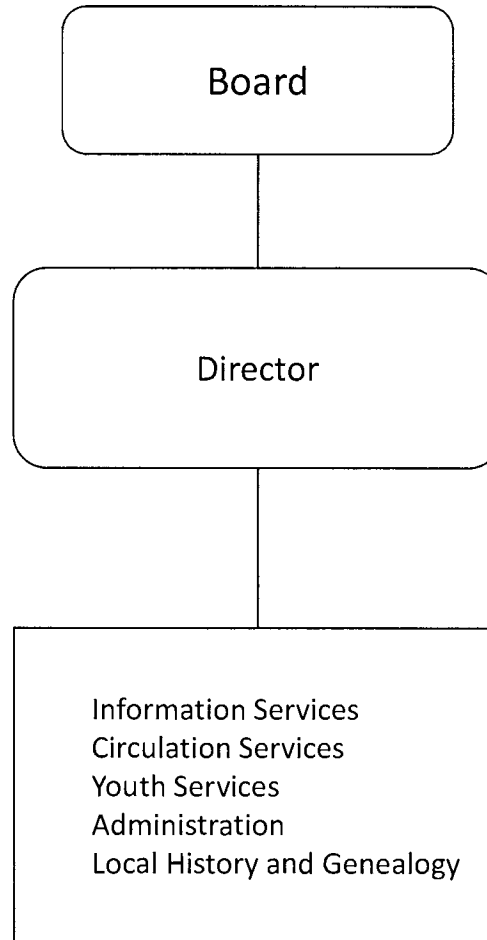
REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

FUND: 1010 General Operating  
DEPT: 43000000 Parks and Recreation  
DIV: 03 Parks & Rec-Parks

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	118,970	125,941	66,508	112,161	112,161
6008002 SOCIAL SECURITY	67,287	62,406	38,527	64,510	64,510
6008006 LIFE INSURANCE	219	225	141	225	225
6008007 HEALTH INSURANCE	172,029	167,510	87,764	149,028	149,028
6008009 RETIREE HEALTH INSURANCE	221,962	243,818	172,387	273,310	273,310
6008010 DISABILITY INSURANCE	74	88	27	80	80
<b>0000080 Employee Benefits Totals</b>	<b>580,541</b>	<b>599,988</b>	<b>365,354</b>	<b>599,314</b>	<b>599,314</b>
<b>Exp Total for Div: 4303</b>	<b>1,695,795</b>	<b>1,710,283</b>	<b>1,028,440</b>	<b>1,705,133</b>	<b>1,705,133</b>
<b>Total for Div: 43000000</b>	<b>-1,695,795</b>	<b>-1,710,283</b>	<b>-1,028,440</b>	<b>-1,705,133</b>	<b>-1,705,133</b>
<b>Total for Dept: 43000000</b>	<b>-2,085,620</b>	<b>-2,085,844</b>	<b>-1,143,285</b>	<b>-2,070,226</b>	<b>-2,071,706</b>

# Library



## County Library

### 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 and early literacy 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 classes 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 Library, 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 2010 federal census, this encompasses a geographical area of 707 square miles and a population of 200,600 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 one-on-one or group research assistance.
- Accommodation of all ages and reading levels.
- Extensive research collection.
- Electronic online resources.
- Business files/research tools.
- Approachable and knowledgeable staff.
- Clear signage.
- Adequate telephone lines.
- Accessible shelving.
- Adequate casual seating.
- Adequate bandwidth and Wi-Fi capability.
- Classes and workshops for adults covering a variety of interests, including basic computer classes.



### Youth Services

- Variety of materials and formats.
- Multiple copies of popular titles.
- Youth-friendly staff.
- Easy accessibility.
- Ample and inviting space.
- Variety of early literacy classes and programs for ages 0-14.
- Summer reading series to enhance school instruction throughout the year.

### Popular Materials

- Current and popular materials in a variety of formats.
- Sufficient multiple copies to meet demand.
- Monthly Community Book Club featuring library materials.
- Reader's advisory service.
- Browsing encouraged.
- Attractive monthly displays of materials.

### Local History and Genealogy Center

- Cooperative materials collection.
- Extensive primary source documents, photographic, digital 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 database.
- Microfilm copies of newspapers and census Documents.

### 2019 Objectives

- Provide valuable research assistance, encourage reading in the community, materials searching support and youth literacy services to Broome County and the Four County Region.
- Provide quality services to the 41 libraries in the Four County Library System as well as the Central Library.
- Educate the public in the variety of electronic resources available in the Library.
- Update Library collection for currency and relevancy.
- Maximize use of the Ahearn Business Resource Center.
- Collaborate with SUNY Broome on holding classes in the library.
- Automate the local history index to an online database and add to Library database and website.
- Create the platform for a digitization project for the 170,000-obituary file collection.
- Provide workshops and educational programs for school service groups, and summer reading programs for children.

### 2019 Budget Highlights

- Staffing levels remain at 2018 levels.
- Continued resource sharing with the 41 libraries in the Four County Library System.
- Expansion of electronic resource materials.
- Reduced costs from 2018 levels.

County Library 40000008

<u>Title of Position</u>	<u>Grade/Unit</u>	2016 <u>Actuals</u>	As of 7/5/2018 <u>Current Authorized</u>	2019 <u>Requested</u>	2019 <u>Recommended</u>
<u>Full-Time Positions</u>					
Library Director III	F Admin	1	1	1	1
Librarian III	20 CSEA	1	1	1	1
Librarian II	18 CSEA	2	2	2	2
Librarian I	16 CSEA	2	2	2	2
Library Assistant	13 CSEA	1	1	1	1
Principal Library Clerk	12 CSEA	1	1	1	1
Senior Library Clerk	8 CSEA	2	2	2	2
Library Clerk	6 CSEA	3	3	3	3
Page	5 CSEA	1	1	1	1
Total Full-Time Positions		14	14	14	14
<u>Part-Time Positions</u>					
Custodial Worker	6 CSEA	3	3	3	3
Library Clerk	6 CSEA	5	5	5	5
County Historian	NA	1	1	1	1
Deputy County Historian	NA	1	1	1	1
Total Part-Time Positions		10	10	10	10
Total Positions		24	24	24	24

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3150 Library Operating  
DEPT: 40000000 County Library

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000002 Departmental Income</b>					
5000100 LIBRARY COPY FEES	8,890	8,000	6,644	8,000	8,000
5000102 COMMISSIONER OF FINANCE	0	0	169	0	0
5000177 RENTALS & FEES	12,153	12,000	6,867	12,000	12,000
5000189 OTHER LOCAL GOVERNMENTS	705,303	717,998	538,499	735,948	735,948
5000312 RENTAL CHARGEBACKS	15,000	15,000	0	15,000	15,000
5000333 OTHER DEPARTMENTAL CHARGEBACK	0	0	35	0	0
5000426 MISCELLANEOUS	33,960	40,000	20,978	30,000	30,000
<b>0000002 Departmental Income Total</b>	<b>775,306</b>	<b>792,998</b>	<b>573,192</b>	<b>800,948</b>	<b>800,948</b>
<b>0000003 Use of Money</b>					
5000451 INTEREST AND EARNINGS	423	700	1,637	2,000	2,000
5000470 VENDING MACHINE	391	500	451	500	500
5000471 COMMISSIONS	1,162	500	709	500	500
<b>0000003 Use of Money Total</b>	<b>1,976</b>	<b>1,700</b>	<b>2,797</b>	<b>3,000</b>	<b>3,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000531 GIFTS AND DONATIONS	828	500	100	500	500
5000534 TRANSFER FROM INSURANCE RESERV	1,874	0	130	0	0
5000545 CREDIT CARD REBATES	174	0	66	0	0
5000562 TRANSFER FROM GENERAL FUND	1,230,046	1,132,780	1,132,780	1,099,401	1,112,557
<b>0000007 Misc Interfund Revenues Total</b>	<b>1,232,922</b>	<b>1,133,280</b>	<b>1,133,076</b>	<b>1,099,901</b>	<b>1,113,057</b>
<b>0000008 State Aid</b>					
5000808 OTHER STATE AID	85,446	40,000	55,964	42,059	42,059
<b>0000008 State Aid Total</b>	<b>85,446</b>	<b>40,000</b>	<b>55,964</b>	<b>42,059</b>	<b>42,059</b>
<b>0000009 Federal Aid</b>					
5000952 ARRA DEBT REIMBURSEMENT	654	653	328	655	655
<b>0000009 Federal Aid Total</b>	<b>654</b>	<b>653</b>	<b>328</b>	<b>655</b>	<b>655</b>
<b>Rev Totals for Dept: 40000000</b>	<b>2,096,304</b>	<b>1,968,631</b>	<b>1,765,357</b>	<b>1,946,563</b>	<b>1,959,719</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3150 Library Operating

DEPT: 40000000 County Library

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000010 Personnel Service</b>					
6001000 SALARIES FULL-TIME	608,953	623,937	372,915	630,142	631,644
6001001 SALARIES PART-TIME	57,337	72,346	35,228	66,141	66,385
<b>0000010 Personnel Service Totals</b>	<b>666,290</b>	<b>696,283</b>	<b>408,143</b>	<b>696,283</b>	<b>698,029</b>
<b>0000040 Contractual Expenditures</b>					
6004010 BOOKS AND SUBSCRIPTIONS	5,577	0	0	0	0
6004012 OFFICE SUPPLIES	11,966	10,000	1,955	10,000	8,000
6004021 BLDG MAINTENANCE SUPPLIES	147	800	0	800	800
6004022 FUEL AND HEATING SUPPLIES	19,575	25,000	12,523	25,000	25,000
6004023 BLDG AND GROUNDS SUPPLIES	4,116	4,000	3,845	7,000	7,000
6004048 MISC OPERATIONAL SUPPLIES	1,569	0	25	0	0
6004055 COMPUTER SOFTWARE AND SUPPLIES	58,327	60,641	57,453	62,290	62,290
6004056 COMPUTER EQUIPMENT(NON CAPITAL)	330	1,500	0	600	600
6004070 BOOKS ADULT SERVICES	44,960	75,104	21,211	63,401	58,401
6004071 JUVENILE BOOKS	34,894	47,263	22,765	40,000	40,000
6004073 SUBSCRIPTIONS	2,517	5,000	459	5,000	5,000
6004074 AUDIOVISUAL MATERIALS	27,964	25,000	13,305	25,000	40,000
6004075 ELECTRONIC ACCESS MATERIALS	11,910	15,040	15,940	22,000	25,000
6004100 POSTAGE AND FREIGHT	57	300	82	200	200
6004105 DUES AND MEMBERSHIPS	765	1,268	636	1,309	1,309
6004106 GENERAL OFFICE EXPENSES	5,290	5,235	4,090	4,090	4,090
6004112 BLDG GROUNDS AND EQUIP REPAIR	235	1,500	0	1,500	1,500
6004113 WATER AND SEWAGE CHARGES	2,567	2,600	761	2,600	2,600
6004115 ELECTRIC CURRENT	54,813	59,000	28,496	60,000	60,000
6004117 BUILDING AND GROUNDS EXPENSES	18,683	24,750	11,164	24,750	24,750
6004137 ADVERTISING AND PROMOTION EXPE	0	0	325	0	0
6004138 OTHER OPERATIONAL EXPENSES	177	25,000	17,703	15,000	15,000
6004161 TRAVEL HOTEL AND MEALS	0	0	0	1,000	1,000
6004162 EDUCATION AND TRAINING	0	0	125	1,000	1,000
6004165 ADVISORY BD/TRUSTEES EXPENSES	0	0	175	175	175
6004196 COPYING MACHINE RENTALS	3,304	3,646	1,573	3,646	3,646
6004203 INSURANCE CLAIMS	1,874	0	130	0	0
6004504 OTHER FINANCIAL SERVICES	57	52	27	46	46
6004573 OTHER FEES FOR SERVICES	8,975	11,106	6,192	10,770	10,770
<b>0000040 Contractual Expenditures Totals</b>	<b>320,649</b>	<b>403,805</b>	<b>220,960</b>	<b>387,177</b>	<b>398,177</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3150 Library Operating  
 DEPT: 40000000 County Library

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000041 Chargeback Expenses</b>					
6004602 INSURANCE PREMIUM CHARGEBACK	6,240	6,178	3,089	8,172	8,172
6004604 DPW SECURITY CHARGEBACKS	100,541	101,109	50,555	105,700	105,700
6004606 TELEPHONE BILLING ACCOUNT	8,243	4,553	2,579	5,394	5,394
6004609 DATA PROCESSING CHARGEBACKS	114,698	103,993	51,996	80,031	80,031
6004614 OTHER CHARGEBACK EXPENSES	0	37	0	0	0
6004617 DUPLICATING/PRINTING CHARGEBAC	354	432	1,002	456	456
6004618 OFFICE SUPPLIES CHARGEBACK	1,872	2,434	770	2,261	2,261
6004619 BUILDING SERVICE CHARGEBACK	27,280	36,637	17,896	32,469	32,469
6004634 Indirect Costs - Excess of Bud	76,485	0	0	0	0
<b>0000041 Chargeback Expenses Totals</b>	<b>335,713</b>	<b>255,373</b>	<b>127,887</b>	<b>234,483</b>	<b>234,483</b>
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	8,940	5,275	5,275	5,541	5,541
<b>0000060 Principal on Indebtedness Totals</b>	<b>8,940</b>	<b>5,275</b>	<b>5,275</b>	<b>5,541</b>	<b>5,541</b>
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	2,960	2,624	1,378	2,354	2,354
<b>0000070 Interest on Indebtedness Totals</b>	<b>2,960</b>	<b>2,624</b>	<b>1,378</b>	<b>2,354</b>	<b>2,354</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	91,829	104,939	60,160	98,882	99,158
6008002 SOCIAL SECURITY	48,594	53,266	29,790	53,266	53,400
6008004 WORKERS COMPENSATION	5,280	4,476	2,238	4,088	4,088
6008006 LIFE INSURANCE	209	210	140	210	210
6008007 HEALTH INSURANCE	114,719	117,724	65,448	112,518	112,518
6008009 RETIREE HEALTH INSURANCE	324,536	331,322	219,469	348,261	348,261
6008012 EMPLOYEE TUITION REIMBURSEMENT	0	3,500	0	3,500	3,500
6008013 HEALTH INS - RETIRE INCENTIVE	8,101	0	0	0	0
<b>0000080 Employee Benefits Totals</b>	<b>593,268</b>	<b>615,437</b>	<b>377,245</b>	<b>620,725</b>	<b>621,135</b>
<b>Exp Totals for Dept: 40000000</b>	<b>1,927,820</b>	<b>1,978,797</b>	<b>1,140,888</b>	<b>1,946,563</b>	<b>1,959,719</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 3150 Library Operating  
 DEPT: 40000000 County Library

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Total for Dept: 40000000	168,484	-10,166	624,469	0	0

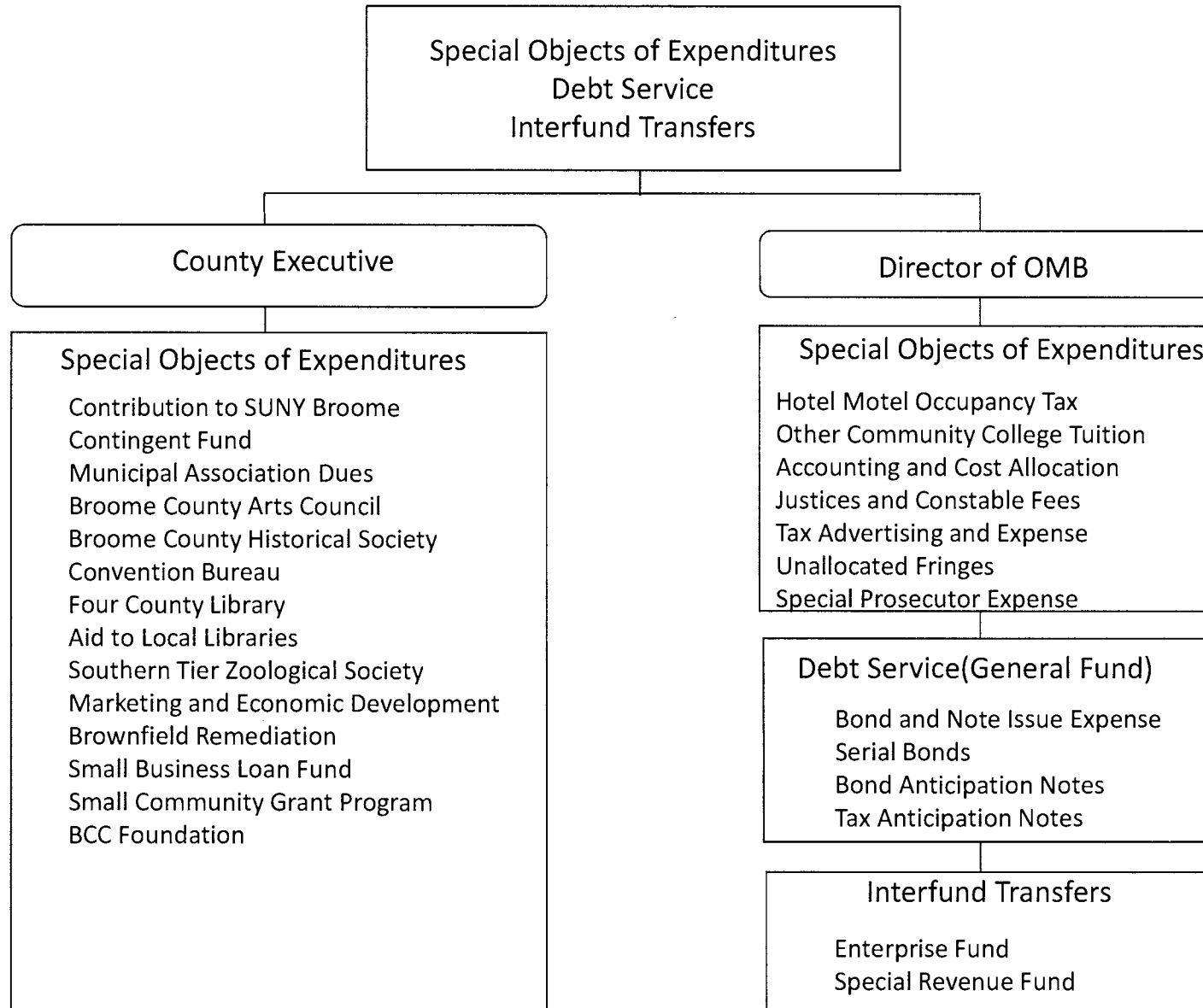


## Unallocated Items

<u>Department/Division</u>	<u>Page</u>
Special Objects of Expense	416
Debt Service	421
Interfund Transfers	424



# Unallocated Items



## Special Objects of Expenditures

Special Objects are general estimated revenue and appropriation items not presented in a specific department. The components are special objects of expenditure, debt service and inter-fund transfers.

### Estimated Revenue

Hotel/Motel Occupancy Tax (5000011) records the estimated revenue to be received from the 3% occupancy tax on room rentals.

Occupancy Tax Economic Development (5000012) records the estimated revenue to be received from the 2% occupancy tax on room rentals.

Charges for Tax Advertising (5000103) are fees assessed on properties which are published as delinquent.

### Appropriations

Discretionary Salary Savings (6001011) offsets salary appropriations in operating departments by an amount typically unexpended due to attrition.

Other Community College Tuition (6004182) is the cost of county residents attending other New York State Community colleges.

Contribution to Broome Community College (SUNY Broome) (6004183) is the county share of college operating costs. This is a transfer of resources to balance the Community College budget. The County Legislature adopts the college budget in June specifying the county's local sponsor share.

Accounting and Cost Allocation Services (6004500) are the unallocated costs associated with the annual cost allocation plan.

Justices and Constable Fees (6004535) are costs incurred by town courts operating outside of normal County Court hours. This account is administered by the Law Department.

The Contingent Fund (6004581) account is defined in Article VI, Section 604, B, (2) of the Broome County Charter and Section 609 of the Administrative Code. It is a provision for expected expenditures which may arise during the year.

Tax Advertising and Expense (6004585) is the cost of publishing tax delinquency.

Municipal Association Dues (6004586) are for membership in the New York State Association of Counties and New York State County Executive Association.

The Broome County Arts Council (6005000) is a private non-profit service organization funded by local contributors. It awards 90% of its funding to local arts and cultural institutions, organizations and individual artists in Broome County. Other services 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. This appropriation is funded by the county occupancy tax.

The Broome County Historical Society (6005015) promotes research of local history and genealogy through publications, exhibitions and educational programs. This appropriation is funded by the county occupancy tax.

The Convention Bureau (6005022) is part of the Broome County Chamber of Commerce. It attracts meetings, conferences, trade shows and visitors to Broome County. This appropriation is funded by the county occupancy tax.

The Four County Library System (6005023) provides bookmobile service to thirteen communities, nursing homes and correctional facilities. It also provides delivery service to public libraries in the service area, allowing enhanced and efficient service. This appropriation is funded by the county occupancy tax.

The Aid to Local Libraries (6005024) appropriation funds non-resident expense of local libraries. This appropriation is funded by the county occupancy tax.

The Southern Tier Zoological Society, Inc. (Ross Park Zoo) (6005025) provides a wide variety of exhibits, an outreach program via a Zoo-mobile, guided and non-guided tours, educational programs, picnic facilities, a free carousel and special events. Opened in 1875, it is the nation's fifth oldest zoo. This appropriation is funded by the county occupancy tax.

Marketing/Economic Development (6005026) appropriations provide funding for various economic initiatives.

Brownfield Remediation (6005035) provides funding for clean-up of contaminated properties.

Small Business Loan Fund (6005040) facilitates economic development through a revolving loan fund administered by the IDA.

Small Community Grant Program (6005041) facilitates economic development growth outside Community Development Block Grant fund eligible areas.

Unallocated Employee Benefits includes certain retiree health insurance (6008009) and unemployment costs (6008011).

REPORT:BP032

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
 DEPT: 90000000 Special Objects

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000001 Tax Items</b>					
5000011 HOTEL/MOTEL OCCUPANCY TAX	1,158,313	1,110,000	489,939	1,125,000	1,125,000
5000012 OCC TAX ECO DEV	772,209	740,000	326,626	740,000	740,000
<b>0000001 Tax Items Total</b>	<b>1,930,522</b>	<b>1,850,000</b>	<b>816,565</b>	<b>1,865,000</b>	<b>1,865,000</b>
<b>0000002 Departmental Income</b>					
5000103 CHGS FOR TAX ADV/REDEMPTION EX	13,038	13,000	301	13,000	13,000
5000118 FEES FOR SERVICES	36,009	0	0	0	0
<b>0000002 Departmental Income Total</b>	<b>49,047</b>	<b>13,000</b>	<b>301</b>	<b>13,000</b>	<b>13,000</b>
<b>0000007 Misc Interfund Revenues</b>					
5000530 REFUNDS OF PRIOR YEARS EXPENDI	876	0	0	0	0
5000561 TRANSFER FROM RESERVE FUND	0	522,500	0	150,000	150,000
<b>0000007 Misc Interfund Revenues Total</b>	<b>876</b>	<b>522,500</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>
<b>Rev Totals for Dept: 90000000</b>	<b>1,980,445</b>	<b>2,385,500</b>	<b>816,866</b>	<b>2,028,000</b>	<b>2,028,000</b>
<b>0000010 Personnel Service</b>					
6001011 DISCRETIONARY SALARY SAVINGS	0	-2,896,754	0	-2,896,754	-2,896,754
<b>0000010 Personnel Service Totals</b>	<b>0</b>	<b>-2,896,754</b>	<b>0</b>	<b>-2,896,754</b>	<b>-2,896,754</b>
<b>0000040 Contractual Expenditures</b>					
6004137 ADVERTISING AND PROMOTION EXPE	10,437	0	0	0	0
6004147 OTHER PROGRAM EXPENSE	0	40,813	0	36,835	36,835
6004182 OTHER COMM COLLEGES TUITION	758,130	850,000	461,698	910,000	910,000
6004183 CONTRIBUTION TO BROOME COMM CO	7,189,536	7,261,431	7,261,431	7,334,046	7,334,046
6004500 ACCTG AND COST ALLOCATION SERV	2,900	2,900	2,900	2,900	2,900
6004501 AUDIT FEES	4,200	0	0	0	0
6004535 JUSTICES AND CONSTABLE FEES	8,480	10,000	3,770	10,000	10,000
6004542 SPECIAL PROSECUTOR EXPENSE	0	200,000	82,782	175,000	175,000
6004581 CONTINGENT FUND	0	94,617	0	100,000	100,000

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 90000000 Special Objects

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
6004585 TAX ADVERTISING AND EXPENSE	0	10,000	6	10,000	10,000
6004586 MUNICIPAL ASSN DUES	26,097	27,500	26,500	28,000	28,000
6004595 TRANSFER TO RESERVE	0	73,220	0	6,552	6,552
6005000 BROOME COUNTY ARTS COUNCIL	78,794	78,794	59,096	78,794	78,794
6005015 BROOME COUNTY HISTORICAL SOCIE	17,510	17,510	17,510	17,510	17,510
6005022 CONVENTION BUREAU	253,148	253,148	189,861	303,034	303,034
6005023 FOUR COUNTY LIBRARY SYSTEM	10,000	10,000	10,000	10,000	10,000
6005024 AID TO LOCAL LIBRARIES	48,857	1,141	1,141	1,141	1,141
6005025 SO TIER ZOOLOGICAL SOC	258,542	258,542	193,907	258,542	258,542
6005026 MARKETING/ECONOMIC DEVELOPMENT	424,745	585,000	354,047	520,000	520,000
6005035 BROWNFIELD REMEDIATION MUNICIP	198,083	292,500	96,693	220,000	220,000
6005040 SMALL BUSINESS LOAN FUND	0	300,000	150,000	0	0
6005041 SMALL COMMUNITY GRANT PROGRAM	0	150,000	0	150,000	150,000
<b>0000040 Contractual Expenditures Totals</b>	<b>9,289,459</b>	<b>10,517,116</b>	<b>8,911,342</b>	<b>10,172,354</b>	<b>10,172,354</b>
<b>0000080 Employee Benefits</b>					
6008001 STATE RETIREMENT	0	-863,142	0	-973,945	-973,945
6008002 SOCIAL SECURITY	0	-169,706	0	-169,706	-169,706
6008009 RETIREE HEALTH INSURANCE	91,379	98,794	58,737	91,432	91,432
6008011 UNEMPLOYMENT INSURANCE	0	50,000	0	50,000	50,000
6008013 HEALTH INS - RETIRE INCENTIVE	3,734	0	0	3,735	3,735
<b>0000080 Employee Benefits Totals</b>	<b>95,113</b>	<b>-884,054</b>	<b>58,737</b>	<b>-998,484</b>	<b>-998,484</b>
<b>Exp Totals for Dept: 90000000</b>	<b>9,384,572</b>	<b>6,736,308</b>	<b>8,970,079</b>	<b>6,277,116</b>	<b>6,277,116</b>
<b>Total for Dept: 90000000</b>	<b>-7,404,127</b>	<b>-4,350,808</b>	<b>-8,153,213</b>	<b>-4,249,116</b>	<b>-4,249,116</b>

Debt Service  
(General Fund)

**Definition**

This unit presents appropriations to allow the payment of principal and interest costs on debt issued to benefit activities accounted for in the General Fund. It includes debt service for Broome 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 Expense appropriates the costs associated with issuing debt for the entire county. These include bond counsel legal advice, financial advisor services, advertising and printing costs.

Principal and interest amounts for serial bonds, bond anticipation notes, and tax anticipation notes are presented separately.

Other Financial Services are MBBA costs associated with a 2010 borrowing and ARRA Debt Reimbursement is federal aid revenue that is associated with the same issuance.

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
DEPT: 91000000 Debt Service (General Fund)

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000007 Misc Interfund Revenues</b>					
5000563 TRANSFER FROM CAPITAL FUND	394	0	0	0	0
5000569 TRANSFER - DEBT SERVICE FUND	612,301	600,300	667,822	510,800	510,800
<b>0000007 Misc Interfund Revenues Total</b>	<u>612,695</u>	<u>600,300</u>	<u>667,822</u>	<u>510,800</u>	<u>510,800</u>
<b>0000009 Federal Aid</b>					
5000952 ARRA DEBT REIMBURSEMENT	135,870	135,869	68,154	136,307	136,307
<b>0000009 Federal Aid Total</b>	<u>135,870</u>	<u>135,869</u>	<u>68,154</u>	<u>136,307</u>	<u>136,307</u>
<b>Rev Totals for Dept: 91000000</b>	<u>748,565</u>	<u>736,169</u>	<u>735,976</u>	<u>647,107</u>	<u>647,107</u>
<b>0000040 Contractual Expenditures</b>					
6004502 BOND AND NOTE ISSUE EXPENSE	59,537	120,000	102,085	78,000	78,000
6004504 OTHER FINANCIAL SERVICES	11,919	10,743	5,673	9,506	9,506
<b>0000040 Contractual Expenditures Totals</b>	<u>71,456</u>	<u>130,743</u>	<u>107,758</u>	<u>87,506</u>	<u>87,506</u>
<b>0000060 Principal on Indebtedness</b>					
6006000 PRINCIPAL ON SERIAL BONDS	2,471,675	2,636,132	2,636,132	3,130,433	3,130,433
6006001 PRINCIPAL ON BANS	2,304,310	3,660,481	3,660,481	3,470,675	3,470,675
<b>0000060 Principal on Indebtedness Totals</b>	<u>4,775,985</u>	<u>6,296,613</u>	<u>6,296,613</u>	<u>6,601,108</u>	<u>6,601,108</u>
<b>0000070 Interest on Indebtedness</b>					
6007000 INTEREST ON SERIAL BONDS	921,378	842,554	460,703	1,084,236	1,084,236
6007001 INTEREST ON BANS	279,504	834,825	834,824	822,101	822,101
6007008 INTEREST ON TANS	50,000	75,000	50,000	105,000	105,000
<b>0000070 Interest on Indebtedness Totals</b>	<u>1,250,882</u>	<u>1,752,379</u>	<u>1,345,527</u>	<u>2,011,337</u>	<u>2,011,337</u>
<b>Exp Totals for Dept: 91000000</b>	<u>6,098,323</u>	<u>8,179,735</u>	<u>7,749,898</u>	<u>8,699,951</u>	<u>8,699,951</u>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating

DEPT: 91000000 Debt Service (General Fund)

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
Total for Dept: 91000000	-5,349,758	-7,443,566	-7,013,922	-8,052,844	-8,052,844



Inter-fund Transfers  
(General Fund)

**Definition**

This unit presents the resources to be transferred from the General Fund to support operations in other funds.

Government operating fund budgets must be balanced, with estimated revenues equal to appropriations. Transfers to make the funds balanced appear as required tax support in the Summary by Fund.

Inter-fund transfers are appropriations in the General Fund and estimated revenues in the funds to which resources are to be transferred. Because of this doubling effect on both appropriations and estimated revenues inter-fund transfers are not included when calculating the total of the county operating budget.

REPORT:BP032

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY BY DEPARTMENT

FUND: 1010 General Operating  
 DEPT: 92000000 Interfund Transfers

Account	2017 Actuals	2018 Budget	2018 YTD Actuals As of 09/03/18	2019 Budget Requested	2019 Budget Recommended
<b>0000007 Misc Interfund Revenues</b>					
5000580 UNUSED CAPITAL FUND	3	0	54,014	0	0
<b>0000007 Misc Interfund Revenues Total</b>	<u>3</u>	<u>0</u>	<u>54,014</u>	<u>0</u>	<u>0</u>
<b>Rev Totals for Dept: 92000000</b>	<u>3</u>	<u>0</u>	<u>54,014</u>	<u>0</u>	<u>0</u>
<b>0000090 Transfers</b>					
6009002 TRANSFER TO GRANT FUND	-1,900,867	0	0	0	0
6009003 TRANSFER TO ENTERPRISE FUND	3,182,156	2,241,533	2,241,533	2,618,557	2,618,557
6009004 CONTB TO COMM COLLEGE	1,544,474	0	0	0	0
6009006 TRANSFER TO SPECIAL REV FUND	11,146,279	10,871,632	10,871,632	11,214,220	11,214,220
<b>0000090 Transfers Totals</b>	<u>13,972,042</u>	<u>13,113,165</u>	<u>13,113,165</u>	<u>13,832,777</u>	<u>13,832,777</u>
<b>Exp Totals for Dept: 92000000</b>	<u>13,972,042</u>	<u>13,113,165</u>	<u>13,113,165</u>	<u>13,832,777</u>	<u>13,832,777</u>
<b>Total for Dept: 92000000</b>	<u>-13,972,039</u>	<u>-13,113,165</u>	<u>-13,059,151</u>	<u>-13,832,777</u>	<u>-13,832,777</u>

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## Capital Budget

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## Capital Budget

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## 2019 Recommended Capital Program

<i>Project Title and Description</i>	<i>Estimated Project Cost</i>	<i>Funding Sources</i>				<i>Bond Authority</i>	<i>Annual Added To Taxes</i>	<i>YPU</i>	<i>LFL Sect 11</i>	<i>Percent Increase Taxes</i>
		<i>Federal</i>	<i>State</i>	<i>County</i>	<i>Fees/Other</i>					
<b>AVIATION</b>										
CONDUCT ENVIRON ASSESSMENT - MASTER PLAN UPDATE Conduct Environmental Assessment of Master Plan Update Projects. Master Plan will be completed in 2018  BO # 2651	\$200,000	\$180,000	\$10,000	\$0	\$10,000	\$200,000	\$0	5	62(a)	0.0000 %
DESIGN AND CONSTRUCT EQUIPMENT STORAGE BUILDING To design & construct Equipment Storage Building. Will only go forward with FAA approval to use PFC for the local 10%  BO # 2649	\$1,000,000	\$0	\$900,000	\$0	\$100,000	\$1,000,000	\$0	10	14	0.0000 %
DESIGN AND CONSTRUCT FUEL FARM REHAB/UPGRADE To design and construct rehabilitation upgrade to the fuel farm. Will only move forward with FAA approval to use PFC for 10% local share.  BO # 2655	\$1,000,000	\$0	\$900,000	\$0	\$100,000	\$1,000,000	\$0	30	15	0.0000 %
RW 10-28 REHABILITATION CONSTRUCTION The construction of runway 10-28  BO # 2646	\$5,060,000	\$4,554,000	\$253,000	\$0	\$253,000	\$5,060,000	\$0	30	15	0.0000 %
<b>AVIATION 2019 Total</b>	<b>\$7,260,000</b>	<b>\$4,734,000</b>	<b>\$2,063,000</b>	<b>\$0</b>	<b>\$463,000</b>	<b>\$7,260,000</b>	<b>\$0</b>			<b>0.0000 %</b>

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

## 2019 Recommended Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Federal	State	County	Fees/Other					
<i>BCC</i>										
CEA CENTER PHASE 1 Will cover the preliminary design and cost estimation as well as program feasibility study. BO # 2669	\$100,000	\$25,000	\$50,000	\$25,000	\$0	\$100,000	\$5,498	5	62a	0.0075 %
DISABILITIES ACCESS IMPROVEMENTS PHASE I Improve disabilities access including: entrances, bathrooms, door handles, water fountains, signage, ramp grades, railings BO # 2657	\$50,000	\$0	\$25,000	\$25,000	\$0	\$50,000	\$5,498	5	35	0.0075 %
HAZARDOUS MATERIALS ABATEMENT PHASE I Improve health and safety by continuing to test for and abate hazardous materials-primarily asbestos. BO # 2549	\$60,000	\$0	\$30,000	\$30,000	\$0	\$60,000	\$6,597	5	35	0.0089 %
ROADS, PARKING, AND WALKWAY UPGRADES PHASE I Improve traffic flow and safety into and off of campus and replace deteriorated parking lots, walkways and roads BO # 2668	\$140,000	\$0	\$70,000	\$70,000	\$0	\$140,000	\$8,311	10	20(f)	0.0113 %
ROOF AND HVAC CRITICAL REPLACEMENTS PHASE I Replace aged and failing boilers and roofs across campus. BO # 2481	\$75,000	\$0	\$37,500	\$37,500	\$0	\$75,000	\$4,452	10	13	0.0060 %
SAFETY & SECURITY PHASE I Address & Improve campus safety BO # 2670	\$500,000	\$0	\$250,000	\$250,000	\$0	\$500,000	\$29,683	10	13	0.0403 %
<b>BCC 2019 Total</b>	<b>\$925,000</b>	<b>\$25,000</b>	<b>\$462,500</b>	<b>\$437,500</b>	<b>\$0</b>	<b>\$925,000</b>	<b>\$60,040</b>			<b>0.0814 %</b>

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## 2019 Recommended Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Federal	State	County	Fees/Other					
<b>COUNTY CLERK - RECORDS</b>										
DIGITIZE PERMANENT LAND RECORDS The digitization of land records (older deed and mortgage books pre-dating 1964). N/A This project would be completed within one year. BO # 2671	\$113,000	\$0	\$0	\$113,000	\$0	\$113,000	\$24,850	5	72	0.0337 %
REPAIR PERMANENT LAND RECORDS The repair, rebinding and chemical treatment of land records (older deed and mortgage books pre-dating 1964). N/A This project would be completed in one year. BO # 2672	\$29,000	\$0	\$0	\$29,000	\$0	\$29,000	\$6,378	5	72	0.0087 %
<b>COUNTY CLERK - RECORDS 2019 Total</b>	<b>\$142,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$142,000</b>	<b>\$0</b>	<b>\$142,000</b>	<b>\$31,228</b>			<b>0.0424 %</b>
<b>COUNTY CLERK - RECORDS MANAGEMENT</b>										
DIGITIZE PERMANENT RECORDS The digitization of permanent County records  BO # 2656	\$100,000	\$0	\$0	\$100,000	\$0	\$100,000	\$21,992	5	72	0.0298 %
<b>COUNTY CLERK - RECORDS MANAGEMENT 2019 Total</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$21,992</b>			<b>0.0298 %</b>
<b>DPW - ENGINEERING</b>										
COUNTY REGULATORY/ENVIRONMENTAL COMPLIANCE/MAINTENANCE To address various environmental compliance issues at County properties (including facilities, parks and watersheds) related to State and Federal rules and requirement issues that are encountered (MS4/Watersheds/SPCC-PBS) BO # 2390	\$100,000	\$0	\$0	\$100,000	\$0	\$100,000	\$21,992	5	35	0.0298 %
WATERSHED SITE 9A COMPLIANCE UPGRADE CONSTRUCTION Construction phase to upgrade watershed site 9A to NYSDEC Dam criteria standards and address other deficiencies. BO # 2658	\$1,200,000	\$0	\$0	\$1,200,000	\$0	\$1,200,000	\$63,218	30	3	0.0858 %
<b>DPW - ENGINEERING 2019 Total</b>	<b>\$1,300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,300,000</b>	<b>\$0</b>	<b>\$1,300,000</b>	<b>\$85,210</b>			<b>0.1156 %</b>

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

## 2019 Recommended Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Federal	State	County	Fees/Other					
<b>DPW - ENGINEERING B&amp;G</b>										
COUNTY BUILDING RENOVATIONS Repairs and modifications to County buildings related to code compliance, office renovations, structural features and material failures. BO # 2077	\$200,000	\$0	\$0	\$200,000	\$0	\$200,000	\$43,983	5	35	0.0597 %
ROOF REPAIRS AT COUNTY FACILITIES Replacement and repair of county facility roofs BO # 2085	\$100,000	\$0	\$0	\$100,000	\$0	\$100,000	\$8,529	15	12(a)(2)	0.0116 %
TRIPARTITE REHABILITATION PHASE I Tripartite 1st and 2nd floor plaza membrane replacement and GIGP project - County share of engineering design and CI costs. BO # 2632	\$733,000	\$0	\$0	\$733,000	\$0	\$733,000	\$87,030	10	35	0.1181 %
<b>DPW - ENGINEERING B&amp;G 2019 Total</b>	<b>\$1,033,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,033,000</b>	<b>\$0</b>	<b>\$1,033,000</b>	<b>\$139,542</b>			<b>0.1893 %</b>
<b>DPW - FLEET MANAGEMENT</b>										
FLEET REPLACEMENT County Fleet vehicle replacement pursuant to county policy BO # 2024	\$250,000	\$0	\$0	\$250,000	\$0	\$250,000	\$88,808	3	77	0.1205 %
<b>DPW - FLEET MANAGEMENT 2019 Total</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$88,808</b>			<b>0.1205 %</b>
<b>DPW - HIGHWAYS</b>										
HIGHWAY RECONSTRUCTION/REHABILITATION Reconstruction and rehabilitation of the county highways on as needed based on pavement condition, sufficiency and priority. BO # 2025	\$2,500,000	\$0	\$0	\$2,500,000	\$0	\$2,500,000	\$213,221	15	20(c)	0.2892 %
<b>DPW - HIGHWAYS 2019 Total</b>	<b>\$2,500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,500,000</b>	<b>\$0</b>	<b>\$2,500,000</b>	<b>\$213,221</b>			<b>0.2892 %</b>

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

## 2019 Recommended Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Federal	State	County	Fees/Other					
<b>DPW - HIGHWAYS/ENGINEERING/BRIDGES</b>										
BRIDGE MAINTENANCE BLOCK MEMBRANE & BRIDGES-DESIGN Design phase for maintenance block to replace wearing surfaces and waterproofing membrane on seven county bridges. (80/20 federal-local cost sharing.) BO # 2413	\$55,000	\$44,000	\$0	\$11,000	\$0	\$55,000	\$2,419	5	62a	0.0033 %
COLESVILLE ROAD BRIDGE- CONSTRUCTION (BIN3360040) Construction phase for replacement of Colesville Rd over Duell Creek bridge (BIN3360040) (80/20 federal-state cost sharing). BO # 2414	\$737,000	\$589,600	\$147,400	\$0	\$0	\$737,000	\$0	20	10	0.0000 %
COUNTY BRIDGE AND CULVERT REPAIRS Repair or replacement of county bridges and culverts to addressing structural and safety flags based on NYSDOT biennial inspection of bridges and county inspection of culverts with five and over foot span. BO # 2031	\$350,000	\$0	\$0	\$350,000	\$0	\$350,000	\$24,073	20	10	0.0327 %
HOOPER RD BRIDGE REHAB BIN DESIGN (BIN 3349750) Design phase for rehab of Hooper Rd Bridge over over Patterson Creek (BIN 3349750). ( 80/20 federal-local cost sharing) BO # 2416	\$266,000	\$212,800	\$0	\$53,200	\$0	\$266,000	\$11,700	5	62a	0.0159 %
JUNE BERRY BRIDGE REPL/CONSTRUCT (BIN 3349940) Construction phase for replacement of Juneberry Bridge over Big Choconut Creek (BIN 3349940) - BRIDGE-NY funding programmed at 95/5 federal-local share BO # 2653	\$1,375,000	\$1,306,250	\$0	\$68,750	\$0	\$1,375,000	\$4,729	20	10	0.0064 %
NANTICOKE DR/TWIST RUN RD CULVERT REPLC- CONSTRUCT Construction phase for replacement of four (4) large consecutive culverts. One(1) on Nanticoke Dr and three (3) on Twist Run Rd. BRIDGE-NY Award programmed at 100/0 % State/Local share. BO # 2559	\$1,421,000	\$0	\$1,421,000	\$0	\$0	\$1,421,000	\$0	20	10	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.*

## 2019 Recommended Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Federal	State	County	Fees/Other					
NORTH SANFORD BRIDGE- DESIGN (BIN 3349630) Design phase for replacement of North Sanfrod Rd Bridge over Oquaga Creek bridge (BIN 3349630) - BRIDGE-NY funding programmed at 95/5 federal-local share BO # 2684	\$250,000	\$237,500	\$0	\$12,500	\$0	\$250,000	\$2,749	5	62a	0.0037 %
OLD ROUTE 17 BRIDGE CONSTRUCT (BIN3349850) Construction phase for painting and minor bridge repair to Old Route 17 Bridge over Susquehanna Truss bridge BO # 2423	\$3,660,000	\$2,928,000	\$578,000	\$154,000	\$0	\$3,660,000	\$10,592	20	10	0.0144 %
OLD ROUTE 17 CULVERT- DESIGN (CIN 159-5.98) Design phase for replacement of Old Rote 17 Culvert (CIN 159-5.98) - BRIDGE-NY funding programmed at 100/0 state-local share BO # 2686	\$130,000	\$0	\$130,000	\$0	\$0	\$130,000	\$0	5	62a	0.0000 %
<b>DPW - HIGHWAYS/ENGINEERING/BRIDGES 2019 Total</b>	<b>\$8,244,000</b>	<b>\$5,318,150</b>	<b>\$2,276,400</b>	<b>\$649,450</b>	<b>\$0</b>	<b>\$8,244,000</b>	<b>\$56,261</b>			<b>0.0763 %</b>
<b>DPW - HIGHWAYS/ROAD MACHINERY</b>										
HIGHWAY EQUIPMENT REPLACEMENT Replacement of construction and snow removal equipment BO # 2044	\$810,000	\$0	\$0	\$810,000	\$0	\$810,000	\$69,084	15	28	0.0937 %
<b>DPW - HIGHWAYS/ROAD MACHINERY 2019 Total</b>	<b>\$810,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$810,000</b>	<b>\$0</b>	<b>\$810,000</b>	<b>\$69,084</b>			<b>0.0937 %</b>
<b>INFORMATION TECHNOLOGY</b>										
COMPUTER EQUIPMENT REPLACEMENT/UPDATE TECHNOLOGY Implement, maintain and increase efficiencies of enterprise level technologies. Focus on critical infrastructure equipment and software BO # 2090	\$850,000	\$0	\$0	\$850,000	\$0	\$850,000	\$186,928	5	32	0.2536 %
<b>INFORMATION TECHNOLOGY 2019 Total</b>	<b>\$850,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$186,928</b>			<b>0.2536 %</b>

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## 2019 Recommended Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Federal	State	County	Fees/Other					
<b>PARKS &amp; RECREATION</b>										
PARKS FACILITIES REPAIRS AND RENOVATIONS Repairs, renovations and maintenance at County Parks  BO # 2051	\$50,000	\$0	\$0	\$50,000	\$0	\$50,000	\$4,264	15	19(c)	0.0058 %
PARKS FACILITY DEVELOPMENT Facility development  BO # 2624	\$50,000	\$0	\$0	\$50,000	\$0	\$50,000	\$4,264	15	19(c)	0.0058 %
PARKS SURFACE REHABILITATION Replace asphalt and/or oil and stone overlays for roads, parking lots at walkways at the County parks  BO # 2050	\$100,000	\$0	\$0	\$100,000	\$0	\$100,000	\$8,529	15	19(c)	0.0116 %
<b>PARKS &amp; RECREATION 2019 Total</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$17,058</b>			<b>0.0231 %</b>
<b>PARKS &amp; RECREATION/ARENA</b>										
ARENA IMPROVEMENT Upgrades to Arena to include audio upgrades, 3rd floor HVAC upgrades, replace forklift, marquee LED lights, floor scrubber  BO # 2616	\$50,000	\$0	\$0	\$50,000	\$0	\$50,000	\$5,937	10	13	0.0081 %
<b>PARKS &amp; RECREATION/ARENA 2019 Total</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$5,937</b>			<b>0.0081 %</b>
<b>PARKS &amp; RECREATION/FORUM</b>										
FORUM IMPROVEMENTS Upgrades to Forum sound equipment and lighting controls  BO # 2601	\$50,000	\$0	\$0	\$50,000	\$0	\$50,000	\$5,937	10	13	0.0081 %
<b>PARKS &amp; RECREATION/FORUM 2019 Total</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$5,937</b>			<b>0.0081 %</b>

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

## 2019 Recommended Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Federal	State	County	Fees/Other					
<i>PUBLIC TRANSPORTATION (Transit)</i>										
19 3/4 TON F250 PICKUP TRUCK This vehicle will replace the 2002 Dodge Ram 2500 4WD which is beyond its 5 year useful life. This vehicle is used to plow both the Old Mill Road and Intermodal facilities. It also can be used for road calls and transport to accidents. BO # 2722	\$29,575	\$0	\$0	\$29,575	\$0	\$29,575	\$10,506	3	77	0.0143 %
PURCHASE FIVE CLEAN DIESEL TRANSIT BUSES To purchase five clean diesel transit buses.  BO # 2061	\$2,275,000	\$555,000	\$1,524,699	\$195,301	\$0	\$2,275,000	\$23,188	10	29-a	0.0315 %
<b>PUBLIC TRANSPORTATION (Transit) 2019 Total</b>	<b>\$2,304,575</b>	<b>\$555,000</b>	<b>\$1,524,699</b>	<b>\$224,876</b>	<b>\$0</b>	<b>\$2,304,575</b>	<b>\$33,694</b>			<b>0.0457 %</b>
<i>SHERIFF-ROAD PATROL</i>										
VEHICLE REPLACEMENT Replacement of Sheriff's road patrol and other police vehicles. BO # 2063	\$200,000	\$0	\$0	\$200,000	\$0	\$200,000	\$71,046	3	77	0.0964 %
<b>SHERIFF-ROAD PATROL 2019 Total</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$71,046</b>			<b>0.0964 %</b>

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

## 2019 Recommended Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Federal	State	County	Fees/Other					
<b>SOLID WASTE MANAGEMENT</b>										
CONSTRUCTION OF SECT IV CELL IV Construction of Section IV Cell IV per part 360 regulations in anticipation of Section IV Cell III reaching capacity. BO # 2634	\$5,000,000	\$0	\$0	\$0	\$5,000,000	\$5,000,000	\$0	25	6	0.0000 %
ENGINEERING, CONST. REVIEW & DOCS SECT. IV CELL IV Engineering services, construction review and bid documentation needed during construction of Section IV Cell IV BO # 2711	\$700,000	\$0	\$0	\$0	\$700,000	\$700,000	\$0	5	62a	0.0000 %
LANDFILL EQUIPMENT Landfill equipment replacement. BO # 2064	\$500,000	\$0	\$0	\$0	\$500,000	\$500,000	\$0	10	28	0.0000 %
STORM WATER EQUIPMENT Best Available Technology review & equipment purchase BO # 2710	\$50,000	\$0	\$0	\$0	\$50,000	\$50,000	\$0	5	28	0.0000 %
<b>SOLID WASTE MANAGEMENT 2019 Total</b>	<b>\$6,250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,250,000</b>	<b>\$6,250,000</b>	<b>\$0</b>			<b>0.0000 %</b>

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

## 2019 Recommended Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Federal	State	County	Fees/Other					
<i>WPNH</i>										
BETTERMENTS & IMPROVEMENTS Projects include Facility improvements, and room renovations <i>BO # 2448</i>	\$200,000	\$0	\$0	\$200,000	\$0	\$200,000	\$17,058	15	35	0.0231 %
CURTAIN UPGRADE Replacement and installation for resident rooms and dining rooms <i>BO # 2719</i>	\$35,240	\$0	\$0	\$35,240	\$0	\$35,240	\$7,750	5	32	0.0105 %
DOOR UPGRADES Replacement of resident room doors and exterior doors. Doors have been an ongoing issue. Replacement of doors will reduce door related deficiencies on the DOH survey. <i>BO # 2720</i>	\$50,000	\$0	\$0	\$50,000	\$0	\$50,000	\$4,264	15	35	0.0058 %
ELECTRICAL UPGRADES Upgrade interior electrical system, including, but not limited to, main panels, breakers. Project will also include updating sub-panels & wiring a needed. First year of two year plan. <i>BO # 2452</i>	\$100,000	\$0	\$0	\$100,000	\$0	\$100,000	\$11,873	10	13	0.0161 %
<b>WPNH 2019 Total</b>	<b>\$385,240</b>	<b>\$0</b>	<b>\$0</b>	<b>\$385,240</b>	<b>\$0</b>	<b>\$385,240</b>	<b>\$40,945</b>			<b>0.0555 %</b>
<b>2019 CAPITAL PROGRAM GRAND TOTAL</b>	<b>\$32,853,815</b>	<b>\$10,632,150</b>	<b>\$6,326,599</b>	<b>\$9,182,066</b>	<b>\$6,713,000</b>	<b>\$32,853,815</b>	<b>\$1,126,929</b>			<b>1.5287 %</b>

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



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## Summary of Debt

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Summary of Debt  
as of December 31, 2018

	Bond Anticipation Notes	Serial Bonds	Total Debt	Percent of Total
General Fund				
Community College	\$ 10,896,070	\$ 9,638,092	\$ 20,534,162	16.01%
All Other General Fund	16,507,277	18,637,359	35,144,636	27.41%
Total General Fund	<u>\$ 27,403,347</u>	<u>\$ 28,275,451</u>	<u>\$ 55,678,798</u>	<u>43.42%</u>
Aviation	2,400,120	3,341,580	5,741,700	4.48%
Central Foods	-	265,924	265,924	0.21%
County Road	14,240,407	17,216,590	31,456,997	24.53%
En-Joie Golf Course	350,000	64,415	414,415	0.31%
Fleet Management	642,031	140,657	782,688	0.61%
Library	-	44,343	44,343	0.03%
Road Machinery	3,188,313	3,099,202	6,287,515	4.90%
Solid Waste	8,130,048	10,995,548	19,125,596	14.92%
Transit	559,661	1,833,187	2,392,848	1.87%
Veterans' Arena	924,525	1,326,832	2,251,357	1.75%
Willow Point Nursing Facility	2,306,548	1,481,271	3,787,819	2.95%
Total Fund	<u>\$ 32,741,653</u>	<u>\$ 39,809,549</u>	<u>\$ 72,551,202</u>	<u>56.58%</u>
 Total	 <u><u>\$ 60,145,000</u></u>	 <u><u>\$ 68,085,000</u></u>	 <u><u>\$ 128,230,000</u></u>	 <u><u>100.00%</u></u>

History of Debt Service

	2015 Actual Payments	2016 Actual Payments	2017 Actual Payments	2018 Budget Adopted	2019 Budget Recommended
General Fund					
Community College	\$ 1,531,194	\$ 1,565,194	\$ 1,544,474	\$ 2,289,235	\$ 1,551,748
All Other General Fund	5,612,382	6,401,756	5,891,868	5,684,757	6,955,696
Total General Fund	<u>\$ 7,143,576</u>	<u>\$ 7,966,950</u>	<u>\$ 7,436,342</u>	<u>\$ 7,973,992</u>	<u>\$ 8,507,444</u>
Arena	290,676	305,272	274,993	294,687	301,207
Aviation	723,148	653,834	765,242	688,364	770,590
Central Food and Nutrition Services	96,059	95,567	64,129	47,369	47,343
County Road	3,345,936	3,970,707	3,879,217	4,068,778	4,263,694
En-Joie Golf Course	11,510	11,476	11,474	11,475	45,301
Fleet Management	311,304	397,873	443,082	213,723	312,215
Library	11,930	11,886	11,900	7,899	7,895
Road Machinery	766,781	880,017	903,760	829,300	822,733
Solid Waste	3,797,692	4,785,585	3,413,198	2,694,687	2,639,655
Transit	454,466	389,035	404,702	391,714	446,778
Willow Point Nursing Facility	466,781	517,211	536,097	592,158	613,338
Total	<u>\$ 17,419,859</u>	<u>\$ 19,985,413</u>	<u>\$ 18,144,136</u>	<u>\$ 17,814,146</u>	<u>\$ 18,778,193</u>

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

Serial Bonds  
2010 Tax Exempt Issue (Matures 2021)

	2019 <u>Beginning Balance</u>	Principal <u>Payment</u>	Interest Payments		2019 <u>Ending Balance</u>
			<u>First</u>	<u>Second</u>	
General Fund					
Community College					
Technology Initiative	\$ 6,157	\$ 2,947	\$ 154	\$ 80	\$ 3,210
Update Master Plan	1,015	486	25	13	529
Wales Building Renovation	19,465	9,318	487	254	10,147
Original Boiler Replacement Phase II	71,090	34,031	1,777	926	37,059
Feasibility Study	4,131	1,978	103	54	2,153
Energy Management Improvements	17,101	8,186	428	223	8,915
Roof Replacement - Phase II	84,951	40,666	2,124	1,107	44,285
West Gym Bleachers	21,479	10,282	537	280	11,197
Roadway & Lot Upgrades	10,533	5,042	263	137	5,491
Roof Replacement III	39,791	19,048	995	519	20,743
Science Building	41,107	19,678	1,028	536	21,429
Alms Building Demo & Site Restoration	36,900	17,664	923	481	19,236
Direct Digital Control	27,537	13,182	688	359	14,355
Natural Gas Piping Replacement	34,421	16,477	861	449	17,944
Total Community College	<u>\$ 415,678</u>	<u>\$ 198,985</u>	<u>\$ 10,393</u>	<u>\$ 5,418</u>	<u>\$ 216,693</u>

2010 Tax Exempt Issue (Matures 2021) Continued

	2019	Principal	Interest Payments		2019
	<u>Beginning Balance</u>	<u>Payment</u>	<u>First</u>	<u>Second</u>	<u>Ending Balance</u>
All Other General Fund					
COB - Parking Area Repairs - Design Phase	\$ 17,971	\$ 8,603	\$ 449	\$ 234	\$ 9,368
Grippen Ice Rink Rehabilitation	40,810	19,536	1,020	532	21,274
Watershed Annual Maintenance	6,196	2,966	155	81	3,230
County Buildings Renovations	16,522	7,909	413	215	8,613
County Office Building Carpet	305	146	8	4	159
Public Safety Facility	8,245	3,947	206	107	4,298
Systematic Roof Replacement At County	30,290	14,500	757	395	15,790
Electronic Voting Machines	8,322	3,984	208	108	4,338
Fire Radio System Replacement Phase I	41,305	19,773	1,033	538	21,532
Regional Public Safety Training Facility	5,965	2,855	149	78	3,110
Parks Equipment Replacement	7,436	3,560	186	97	3,876
Parks Surface Rehabilitation	2,744	1,314	69	36	1,430
Forum Repairs/Renovations	2,479	1,187	62	32	1,292
Equipment Replacement (FEMA 06/06 Flood)	91,330	43,720	2,283	1,190	47,610
Parks Equipment Replacement (FEMA 06/06 Flood)	288	138	7	4	150
Watershed Annual Maintenance	7,871	3,768	197	103	4,103
County Buildings Renovations	10,495	5,024	262	137	5,471
County Office Building - Parking Area	630,178	301,666	15,754	8,213	328,512
Petroleum Storage Reg. Compliance	6,609	3,164	165	86	3,445
Public Safety Facility Repairs/Renovations	5,822	2,787	146	76	3,035
Computer Equipment Replacement & Update Technology	22,030	10,546	551	287	11,484
Voice Mail System Replacement - Unified	5,168	2,474	129	67	2,694
Parks Equipment Replacement	1,928	923	48	25	1,005
Black Creek Security Update At Jail	16,419	7,860	410	214	8,559
Watershed Regulatory Compliance Part 1	11,015	5,273	275	144	5,742
County Buildings Renovations	12,392	5,932	310	162	6,460
Petroleum Bulk Storage	4,131	1,978	103	54	2,153
Public Safety Facility Repairs/Renovations	6,196	2,966	155	81	3,230
Systematic Roof Replacement At County	11,932	5,712	298	156	6,220
Network Switches & PC Replacement	66,501	31,834	1,663	867	34,667
Parks Equipment Replacement	6,196	2,966	155	81	3,230
Portable Radio Replacement	3,296	1,578	82	43	1,718
Replace Financial, HR/Payroll Systems (Software)	153,424	73,444	3,836	2,000	79,980
Replace Financial, HR/Payroll Systems (Hardware)	22,030	10,546	551	287	11,484
Parks Upgrade	6,425	3,076	161	84	3,349
ERP System Phase II	452,291	216,512	11,307	5,894	235,779
Replace Oil-Water Separator at Fleet	8,674	4,152	217	113	4,522
External Building Repairs - Front Street Dog Shelter	6,196	2,966	155	81	3,230

Serial Bonds  
2010 Tax Exempt Issue (Matures 2021) Continued

	2019	Principal	Interest Payments		2019
	<u>Beginning Balance</u>	<u>Payment</u>	<u>First</u>	<u>Second</u>	<u>Ending Balance</u>
Parks Facilities Repairs & Renovations	4,406	2,109	110	57	2,297
Sheriff's Vehicle Replacement	18,358	8,788	459	239	9,570
Security at GHJB	8,371	4,007	209	109	4,364
Employee Timekeeper System/Scheduler	22,717	10,875	568	296	11,842
System Upgrades and Network Management	49,567	23,728	1,239	646	25,839
Tape Library and Computer Equipment	10,464	5,009	262	136	5,455
Hazardous Materials Response Vehicle	20,652	9,886	516	269	10,766
Vehicle Replacement	27,537	13,182	688	359	14,355
Forum Repairs/Renovations	12,392	5,932	310	162	6,460
Forum Seating	34,421	16,477	861	449	17,944
Parks Surface Rehabilitation	10,326	4,943	258	135	5,383
Parks Facilities Repairs and Renovations	6,884	3,295	172	90	3,589
Parks Vehicle Replacement	6,884	3,295	172	90	3,589
Total Other General Fund	<u>\$ 1,990,406</u>	<u>\$ 952,811</u>	<u>\$ 49,759</u>	<u>\$ 25,943</u>	<u>\$ 1,037,595</u>
Total General Fund	<u>\$ 2,406,084</u>	<u>\$ 1,151,796</u>	<u>\$ 60,152</u>	<u>\$ 31,361</u>	<u>\$ 1,254,288</u>
County Road					
Highway Reconstruction	\$ 15,515	\$ 7,427	\$ 388	\$ 202	\$ 8,088
Colesville Rd./South St. Bridge Replace./Rehab.-Design	4,365	2,090	109	57	2,275
Highway Reconstruction	201,937	96,668	5,048	2,632	105,269
Bevier St. Bridge Reconstruction	160,025	76,604	4,001	2,086	83,421
South Street Bridge	28,501	13,643	713	371	14,858
Bridge Reconstruction	30,899	14,791	772	403	16,108
Road Reconstruction (FEMA - 06/06 Flood)	8,438	4,039	211	110	4,399
Bridge Reconstruction (FEMA - 11/06 Flood)	56,313	26,957	1,408	734	29,356
Highway Reconstruction/Repair	182,377	87,304	4,559	2,377	95,073
Repair Highway Culverts & Bridges	52,473	25,119	1,312	684	27,354
Highway Fire Alarm Suppression System	2,911	1,394	73	38	1,517
Highway Reconstruction/Rehabilitation	208,156	99,645	5,204	2,713	108,511
Colesville Rd. Bridge Replacement	129,048	61,776	3,226	1,682	67,272
Unanticipated Bridge Repairs	30,979	14,830	774	404	16,149
2nd Street, Deposit, Drainage	83,529	39,985	2,088	1,089	43,544
Highway Reconstruction/Rehabilitation	280,254	134,157	7,006	3,652	146,097
Nanticoke Drive Bridge Reconstruction	73,317	35,097	1,833	956	38,220
Highway Building Renovations	5,507	2,636	138	72	2,871
Vestal-Endicott Bridge Painting	361,781	173,185	9,045	4,715	188,596
Unanticipated Bridge/Culvert Repairs	41,305	19,773	1,033	538	21,532
Highway Reconstruction/Rehabilitation	306,346	146,648	7,659	3,992	159,698
Total County Roads	<u>\$ 2,263,976</u>	<u>\$ 1,083,768</u>	<u>\$ 56,600</u>	<u>\$ 29,507</u>	<u>\$ 1,180,208</u>

Serial Bonds  
2010 Tax Exempt Issue (Matures 2021) Continued

	2019 Beginning Balance	Principal Payment	Interest Payments		2019 Ending Balance
			First	Second	
<b>Road Machinery</b>					
Highway Equipment Replacement	\$ 28,359	\$ 13,576	\$ 709	\$ 370	\$ 14,783
Highway Equipment Replacement	38,552	18,455	964	502	20,097
Highway Equipment Replacement	109,183	52,266	2,730	1,423	56,917
Highway Vehicles Replacement	21,066	10,084	527	275	10,982
Highway Equipment Replacement	138,373	66,239	3,459	1,803	72,134
Total Road Machinery	<u>\$ 335,533</u>	<u>\$ 160,620</u>	<u>\$ 8,389</u>	<u>\$ 4,373</u>	<u>\$ 174,913</u>
<b>Library</b>					
Computer Replacement - Public - Phase I	\$ 1,349	\$ 646	\$ 34	\$ 18	\$ 703
Computer Replacement - Staff - Phase I	482	231	12	6	251
Computer Replacement - Staff - Phase II	657	315	16	9	342
Parking Lot Surface Treatment	908	435	23	12	473
Replacement of Decker Room Carpet	1,404	672	35	18	732
Security Cameras	308	147	8	4	161
Library Improvements & Renovations	6,465	3,095	162	84	3,370
Total Library	<u>\$ 11,573</u>	<u>\$ 5,541</u>	<u>\$ 290</u>	<u>\$ 151</u>	<u>\$ 6,032</u>
<b>Veterans' Arena</b>					
Arena Primary Electric Repairs	\$ 6,196	\$ 2,966	\$ 155	\$ 81	\$ 3,230
Arena Repairs/Renovations	2,752	1,319	69	36	1,433
Arena Repairs/Renovations	6,609	3,164	165	86	3,445
Arena Window Replacement - Wall At North End	58,290	27,904	1,457	760	30,386
Arena Repairs/Renovations	8,261	3,955	207	108	4,306
Arena Roof Systems Repair/Resurfacing	16,524	7,909	413	215	8,615
Arena Spotlights	2,479	1,187	62	32	1,292
Arena (Safety) Improvements	55,073	26,364	1,377	718	28,709
Arena Bathroom Renovations for ADA	10,326	4,943	258	135	5,383
Arena Repairs/Renovations	20,652	9,886	516	269	10,766
Total Veterans' Arena	<u>\$ 187,162</u>	<u>\$ 89,597</u>	<u>\$ 4,679</u>	<u>\$ 2,440</u>	<u>\$ 97,565</u>
<b>En-Joie Golf Course</b>					
Golf Course Reconstruction	\$ 16,814	\$ 8,049	\$ 420	\$ 219	\$ 8,765
Total En-Joie Golf Course	<u>\$ 16,814</u>	<u>\$ 8,049</u>	<u>\$ 420</u>	<u>\$ 219</u>	<u>\$ 8,765</u>

Serial Bonds  
2010 Tax Exempt Issue (Matures 2021) Continued

	2019	Principal	Interest Payments		2019
	Beginning Balance	Payment	First	Second	Ending Balance
<b>Transit</b>					
Intermodal Transit Terminal	\$ 276,592	\$ 132,404	\$ 6,915	\$ 3,605	\$ 144,188
5 - 24 Passenger Buses	72,824	34,861	1,821	949	37,963
Transit Building Renovations	19,276	9,227	482	251	10,049
Total Transit	<u>\$ 368,692</u>	<u>\$ 176,492</u>	<u>\$ 9,218</u>	<u>\$ 4,805</u>	<u>\$ 192,200</u>
<b>Willow Point</b>					
WPNH Room Renovations	\$ 39,974	\$ 19,136	\$ 999	\$ 521	\$ 20,838
New 380 Bed Facility	71,595	34,273	1,790	933	37,322
New Electrical Beds	9,867	4,723	247	129	5,144
WPNH Resident Contained Smoking Area	8,261	3,955	207	108	4,306
HVAC Repairs	13,769	6,591	344	179	7,178
Kiosk Stations	6,609	3,164	165	86	3,445
Resident Furniture & Room Care Equipment	3,304	1,582	83	43	1,722
WPNH Renovations And Repairs	16,109	7,711	403	210	8,398
HVAC Replacement/Repairs	15,489	7,415	387	202	8,074
Therapy Module - Software & Hardware	2,966	1,420	74	39	1,546
WPNH Building Improvements	10,133	4,851	253	132	5,282
Total Willow Point	<u>\$ 198,076</u>	<u>\$ 94,821</u>	<u>\$ 4,952</u>	<u>\$ 2,582</u>	<u>\$ 103,255</u>
<b>Solid Waste</b>					
Landfill Construction	\$ 10,099	\$ 4,834	\$ 252	\$ 132	\$ 5,265
Leachate Treatment Plant Outfall	146,033	69,906	3,651	1,903	76,127
SEIS Options For Section IV Access	12,647	6,054	316	165	6,593
Colesville Landfill Remediation (Part 2)	29,300	14,026	733	382	15,274
Colesville Landfill Remediation (Part 2)	13,218	6,327	330	172	6,891
Design Section III Closure	35,109	16,807	878	458	18,302
Landfill Rain Cap Section IV	26,160	12,523	654	341	13,637
Scale House Road And Facility	256,505	122,789	6,413	3,343	133,716
Solid Waste Management Plan Update	20,652	9,886	516	269	10,766
Landfill Road Reconstruction	321,261	153,788	8,032	4,187	167,473
Colesville Landfill Remediation (Part 2)	27,881	13,347	697	363	14,534
Construction of Section II & III Closure	66,088	31,636	1,652	861	34,452
Colesville Landfill Remediation	34,421	16,477	861	449	17,944
Total Solid Waste	<u>\$ 999,374</u>	<u>\$ 478,400</u>	<u>\$ 24,985</u>	<u>\$ 13,025</u>	<u>\$ 520,974</u>



Serial Bonds  
2010 Tax Exempt Issue (Matures 2021) Continued

	2019 Beginning Balance	Principal Payment	Interest Payments		2019 Ending Balance
			First	Second	
<b>Aviation</b>					
Airport Parking Lot Rehabilitation	\$ 118,069	\$ 56,520	\$ 2,952	\$ 1,539	\$ 61,549
Airport Corporate Hangar Improvements	61,343	29,365	1,534	799	31,978
Terminal Building Rehab.	12,392	5,932	310	162	6,460
Snow Removal Equipment	2,057	985	51	27	1,072
Terminal Building Improvements	49,567	23,728	1,239	646	25,839
T-Hangar Improvements	103,263	49,432	2,582	1,346	53,831
North Apron Rehabilitation Phase I	68,842	32,955	1,721	897	35,887
Main Apron Rehabilitation-Reconstruction	86,053	41,194	2,151	1,121	44,859
Total Aviation	<u>\$ 501,586</u>	<u>\$ 240,111</u>	<u>\$ 12,540</u>	<u>\$ 6,537</u>	<u>\$ 261,475</u>
<b>Fleet Management</b>					
Fleet Replacement	\$ 9,179	\$ 4,394	\$ 229	\$ 120	\$ 4,785
Fleet Replacement	27,537	13,182	688	359	14,355
Total Fleet Management	<u>\$ 36,716</u>	<u>\$ 17,576</u>	<u>\$ 917</u>	<u>\$ 477</u>	<u>\$ 19,140</u>
<b>Central Foods</b>					
Central Foods Building Renovations	\$ 58,606	\$ 28,055	\$ 1,465	\$ 764	\$ 30,551
Reconstruction of Central Foods	10,808	5,174	270	141	5,634
Total Central Foods	<u>\$ 69,414</u>	<u>\$ 33,229</u>	<u>\$ 1,735</u>	<u>\$ 905</u>	<u>\$ 36,185</u>
Total 2010 Tax Exempt Issue	<u><u>\$ 7,395,000</u></u>	<u><u>\$ 3,540,000</u></u>	<u><u>\$ 184,877</u></u>	<u><u>\$ 96,382</u></u>	<u><u>\$ 3,855,000</u></u>

Serial Bonds  
2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025)

	2019 <u>Beginning Balance</u>	<u>Principal Payment</u>	<u>Interest Payments</u>		2019 <u>Ending Balance</u>
			<u>First</u>	<u>Second</u>	
General Fund					
Community College					
Technology Initiative	\$ 14,533	\$ -	\$ 424	\$ 424	\$ 14,533
Update Master Plan	2,396	-	70	70	2,396
Wales Building Renovation	45,945	-	1,341	1,341	45,945
Original Boiler Replacement Phase II	167,801	-	4,899	4,899	167,801
Feasibility Study	9,749	-	285	285	9,749
Energy Management Improvements	40,363	-	1,178	1,178	40,363
Roof Replacement - Phase II	200,516	-	5,854	5,854	200,516
West Gym Bleachers	50,697	-	1,480	1,480	50,697
Roadway & Lot Upgrades	24,861	-	726	726	24,861
Roof Replacement III	93,921	-	2,742	2,742	93,921
Science Building	97,028	-	2,833	2,833	97,028
Alms Building Demo & Site Restoration	87,097	-	2,543	2,543	87,097
Direct Digital Control	64,998	-	1,898	1,898	64,998
Natural Gas Piping Replacement	81,247	-	2,372	2,372	81,247
Total Community College	<u>\$ 981,152</u>	<u>\$ -</u>	<u>\$ 28,645</u>	<u>\$ 28,645</u>	<u>\$ 981,152</u>

Serial Bonds 2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019	Principal	Interest Payments		2019
	<u>Beginning Balance</u>	<u>Payment</u>	<u>First</u>	<u>Second</u>	<u>Ending Balance</u>
All Other General Fund					
COB - Parking Area Repairs - Design Phase	\$ 42,417	\$ -	\$ 1,238	\$ 1,238	\$ 42,417
Grippen Ice Rink Rehabilitation	96,324	-	2,812	2,812	96,324
Watershed Annual Maintenance	14,624	-	427	427	14,624
County Buildings Renovations	38,998	-	1,139	1,139	38,998
County Office Building Carpet	720	-	21	21	720
Public Safety Facility	19,462	-	568	568	19,462
Systematic Roof Replacement At County	71,497	-	2,087	2,087	71,497
Electronic Voting Machines	19,644	-	573	573	19,644
Fire Radio System Replacement Phase I	97,496	-	2,846	2,846	97,496
Regional Public Safety Training Facility	14,082	-	411	411	14,082
Parks Equipment Replacement	17,549	-	512	512	17,549
Parks Surface Rehabilitation	6,478	-	189	189	6,478
Forum Repairs/Renovations	5,850	-	171	171	5,850
Equipment Replacement (FEMA 06/06 Flood)	215,574	-	6,294	6,294	215,574
Parks Equipment Replacement (FEMA 06/06 Flood)	680	-	20	20	680
Watershed Annual Maintenance	18,578	-	542	542	18,578
County Buildings Renovations	24,771	-	723	723	24,771
County Office Building - Parking Area	1,487,461	-	43,425	43,425	1,487,461
Petroleum Storage Reg. Compliance	15,599	-	455	455	15,599
Public Safety Facility Repairs/Renovations	13,742	-	401	401	13,742
Computer Equipment Replacement & Update Technology	51,997	-	1,518	1,518	51,997
Voice Mail System Replacement - Unified	12,198	-	356	356	12,198
Parks Equipment Replacement	4,550	-	133	133	4,550
Black Creek Security Update At Jail	38,755	-	1,131	1,131	38,755
Watershed Regulatory Compliance Part 1	25,999	-	759	759	25,999
County Buildings Renovations	29,249	-	854	854	29,249
Petroleum Bulk Storage	9,749	-	285	285	9,749
Public Safety Facility Repairs/Renovations	14,624	-	427	427	14,624
Systematic Roof Replacement At County	28,167	-	822	822	28,167
Network Switches & PC Replacement	156,968	-	4,583	4,583	156,968
Parks Equipment Replacement	14,624	-	427	427	14,624
Portable Radio Replacement	7,782	-	227	227	7,782
Replace Financial, HR/Payroll Systems (Software)	362,139	-	10,572	10,572	362,139
Replace Financial, HR/Payroll Systems (Hardware)	51,997	-	1,518	1,518	51,997
Parks Upgrade	15,166	-	443	443	15,166
ERP System Phase II	1,067,579	-	31,167	31,167	1,067,579
Replace Oil-Water Separator at Fleet	20,474	-	598	598	20,474
External Building Repairs - Front Street Dog Shelter	14,624	-	427	427	14,624

## Serial Bonds 2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019	Principal	Interest Payments		2019
	<u>Beginning Balance</u>	<u>Payment</u>	<u>First</u>	<u>Second</u>	<u>Ending Balance</u>
Parks Facilities Repairs & Renovations	10,400	-	304	304	10,400
Sheriff's Vehicle Replacement	43,331	-	1,265	1,265	43,331
Security at GHJB	19,760	-	577	577	19,760
Employee Timekeeper System/Scheduler	53,622	-	1,565	1,565	53,622
System Upgrades and Network Management	116,995	-	3,416	3,416	116,995
Tape Library and Computer Equipment	24,699	-	721	721	24,699
Hazardous Materials Response Vehicle	48,748	-	1,423	1,423	48,748
Vehicle Replacement	64,998	-	1,898	1,898	64,998
Forum Repairs/Renovations	29,249	-	854	854	29,249
Forum Seating	81,246	-	2,372	2,372	81,246
Parks Surface Rehabilitation	24,374	-	712	712	24,374
Parks Facilities Repairs and Renovations	16,249	-	474	474	16,249
Parks Vehicle Replacement	16,249	-	474	474	16,249
Total Other General Fund	<u>\$ 4,698,107</u>	<u>\$ -</u>	<u>\$ 137,156</u>	<u>\$ 137,156</u>	<u>\$ 4,698,107</u>
Total General Fund	<u>\$ 5,679,259</u>	<u>\$ -</u>	<u>\$ 165,801</u>	<u>\$ 165,801</u>	<u>\$ 5,679,259</u>
County Road					
Highway Reconstruction	\$ 36,623	\$ -	\$ 1,069	\$ 1,069	\$ 36,623
Colesville Rd./South St. Bridge Replace./Rehab.-Design	10,304	-	301	301	10,304
Highway Reconstruction	476,647	-	13,915	13,915	476,647
Bevier St. Bridge Reconstruction	377,720	-	11,027	11,027	377,720
South Street Bridge	67,272	-	1,964	1,964	67,272
Bridge Reconstruction	72,935	-	2,129	2,129	72,935
Road Reconstruction (FEMA - 06/06 Flood)	19,918	-	581	581	19,918
Bridge Reconstruction (FEMA - 11/06 Flood)	132,919	-	3,880	3,880	132,919
Highway Reconstruction/Repair	430,478	-	12,567	12,567	430,478
Repair Highway Culverts & Bridges	123,856	-	3,616	3,616	123,856
Highway Fire Alarm Suppression System	6,872	-	201	201	6,872
Highway Reconstruction/Rehabilitation	491,327	-	14,344	14,344	491,327
Colesville Rd. Bridge Replacement	304,601	-	8,893	8,893	304,601
Unanticipated Bridge Repairs	73,122	-	2,135	2,135	73,122
2nd Street, Deposit, Drainage	197,159	-	5,756	5,756	197,159
Highway Reconstruction/Rehabilitation	661,507	-	19,312	19,312	661,507
Nanticoke Drive Bridge Reconstruction	173,055	-	5,052	5,052	173,055
Highway Building Renovations	12,999	-	380	380	12,999
Vestal-Endicott Bridge Painting	853,943	-	24,930	24,930	853,943
Unanticipated Bridge/Culvert Repairs	97,496	-	2,846	2,846	97,496
Highway Reconstruction/Rehabilitation	723,094	-	21,110	21,110	723,094
Total County Roads	<u>\$ 5,343,847</u>	<u>\$ -</u>	<u>\$ 156,008</u>	<u>\$ 156,008</u>	<u>\$ 5,343,847</u>

Serial Bonds  
2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019 Beginning Balance	Principal Payment	Interest Payments		2019 Ending Balance
			First	Second	
<b>Road Machinery</b>					
Highway Equipment Replacement	\$ 66,938	\$ -	\$ 1,954	\$ 1,954	\$ 66,938
Highway Equipment Replacement	90,996	-	2,657	2,657	90,996
Highway Equipment Replacement	257,714	-	7,524	7,524	257,714
Highway Vehicles Replacement	49,723	-	1,452	1,452	49,723
Highway Equipment Replacement	326,612	-	9,535	9,535	326,612
Total Road Machinery	<u>\$ 791,983</u>	<u>\$ -</u>	<u>\$ 23,122</u>	<u>\$ 23,122</u>	<u>\$ 791,983</u>
<b>Library</b>					
Computer Replacement - Public - Phase I	\$ 3,185	\$ -	\$ 93	\$ 93	\$ 3,185
Computer Replacement - Staff - Phase I	1,137	-	33	33	1,137
Computer Replacement - Staff - Phase II	1,552	-	45	45	1,552
Parking Lot Surface Treatment	2,145	-	63	63	2,145
Replacement of Decker Room Carpet	3,315	-	97	97	3,315
Security Cameras	726	-	21	21	726
Library Improvements & Renovations	15,262	-	446	446	15,262
Total Library	<u>\$ 27,322</u>	<u>\$ -</u>	<u>\$ 798</u>	<u>\$ 798</u>	<u>\$ 27,322</u>
<b>Veterans' Arena</b>					
Arena Primary Electric Repairs	\$ 14,624	\$ -	\$ 427	\$ 427	\$ 14,624
Arena Repairs/Renovations	6,500	-	190	190	6,500
Arena Repairs/Renovations	15,599	-	455	455	15,599
Arena Window Replacement - Wall At North End	137,586	-	4,017	4,017	137,586
Arena Repairs/Renovations	19,499	-	569	569	19,499
Arena Roof Systems Repair/Resurfacing	38,998	-	1,139	1,139	38,998
Arena Spotlights	5,850	-	171	171	5,850
Arena (Safety) Improvements	129,994	-	3,795	3,795	129,994
Arena Bathroom Renovations for ADA	24,374	-	712	712	24,374
Arena Repairs/Renovations	48,748	-	1,423	1,423	48,748
Total Veterans' Arena	<u>\$ 441,772</u>	<u>\$ -</u>	<u>\$ 12,898</u>	<u>\$ 12,898</u>	<u>\$ 441,772</u>
<b>En-Joie Golf Course</b>					
Golf Course Reconstruction	\$ 39,688	\$ -	\$ 1,159	\$ 1,159	\$ 39,688
Total En-Joie Golf Course	<u>\$ 39,688</u>	<u>\$ -</u>	<u>\$ 1,159</u>	<u>\$ 1,159</u>	<u>\$ 39,688</u>

Serial Bonds  
2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019 Beginning Balance	Principal Payment	Interest Payments		2019 Ending Balance
			First	Second	
<b>Transit</b>					
Intermodal Transit Terminal	\$ 652,859	\$ -	\$ 19,060	\$ 19,060	\$ 652,859
5 - 24 Passenger Buses	171,894	-	5,018	5,018	171,894
Transit Building Renovations	45,498	-	1,328	1,328	45,498
Total Transit	\$ 870,251	\$ -	\$ 25,406	\$ 25,406	\$ 870,251
<b>Willow Point</b>					
WPNH Room Renovations	\$ 94,355	\$ -	\$ 2,755	\$ 2,755	\$ 94,355
New 380 Bed Facility	168,993	-	4,934	4,934	168,993
New Electrical Beds	23,291	-	680	680	23,291
WPNH Resident Contained Smoking Area	19,499	-	569	569	19,499
HVAC Repairs	32,499	-	949	949	32,499
Kiosk Stations	15,599	-	455	455	15,599
Resident Furniture & Room Care Equipment	7,800	-	228	228	7,800
WPNH Renovations And Repairs	38,023	-	1,110	1,110	38,023
HVAC Replacement/Repairs	36,560	-	1,067	1,067	36,560
Therapy Module - Software & Hardware	7,001	-	204	204	7,001
WPNH Building Improvements	23,919	-	698	698	23,919
Total Willow Point	\$ 467,539	\$ -	\$ 13,649	\$ 13,649	\$ 467,539
<b>Solid Waste</b>					
Landfill Construction	\$ 23,837	\$ -	\$ 696	\$ 696	\$ 23,837
Leachate Treatment Plant Outfall	344,693	-	10,063	10,063	344,693
SEIS Options For Section IV Access	29,851	-	871	871	29,851
Colesville Landfill Remediation (Part 2)	69,157	-	2,019	2,019	69,157
Colesville Landfill Remediation (Part 2)	31,199	-	911	911	31,199
Design Section III Closure	82,871	-	2,419	2,419	82,871
Landfill Rain Cap Section IV	61,747	-	1,803	1,803	61,747
Scale House Road And Facility	605,449	-	17,676	17,676	605,449
Solid Waste Management Plan Update	48,748	-	1,423	1,423	48,748
Landfill Road Reconstruction	758,301	-	22,138	22,138	758,301
Colesville Landfill Remediation (Part 2)	65,810	-	1,921	1,921	65,810
Construction of Section II & III Closure	155,994	-	4,554	4,554	155,994
Colesville Landfill Remediation	81,246	-	2,372	2,372	81,246
Total Solid Waste	\$ 2,358,903	\$ -	\$ 68,866	\$ 68,866	\$ 2,358,903

Serial Bonds  
2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019 Beginning Balance	Principal Payment	Interest Payments		2019 Ending Balance
			First	Second	
<b>Aviation</b>					
Airport Parking Lot Rehabilitation	\$ 278,687	\$ -	\$ 8,136	\$ 8,136	\$ 278,687
Airport Corporate Hangar Improvements	144,793	-	4,227	4,227	144,793
Terminal Building Rehab.	29,249	-	854	854	29,249
Snow Removal Equipment	4,855	-	142	142	4,855
Terminal Building Improvements	116,995	-	3,416	3,416	116,995
T-Hangar Improvements	243,740	-	7,116	7,116	243,740
North Apron Rehabilitation Phase I	162,493	-	4,744	4,744	162,493
Main Apron Rehabilitation-Reconstruction	203,116	-	5,930	5,930	203,116
Total Aviation	<u>\$ 1,183,928</u>	<u>\$ -</u>	<u>\$ 34,565</u>	<u>\$ 34,565</u>	<u>\$ 1,183,928</u>
<b>Fleet Management</b>					
Fleet Replacement	\$ 21,665	\$ -	\$ 633	\$ 633	\$ 21,665
Fleet Replacement	64,998	-	1,898	1,898	64,998
Total Fleet Management	<u>\$ 86,663</u>	<u>\$ -</u>	<u>\$ 2,531</u>	<u>\$ 2,531</u>	<u>\$ 86,663</u>
<b>Central Foods</b>					
Central Foods Building Renovations	\$ 138,334	\$ -	\$ 4,039	\$ 4,039	\$ 138,334
Reconstruction of Central Foods	25,511	-	745	745	25,511
Total Central Foods	<u>\$ 163,845</u>	<u>\$ -</u>	<u>\$ 4,784</u>	<u>\$ 4,784</u>	<u>\$ 163,845</u>
Total 2010 Federally Taxable Issue - BABs	<u><u>\$ 17,455,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 509,587</u></u>	<u><u>\$ 509,587</u></u>	<u><u>\$ 17,455,000</u></u>

Serial Bonds  
2010 Federally Taxable Issue - Recovery Zone Economic Development Bonds (RZEDBs) (Matures 2025)

	2019	Principal Payment	Interest Payments		2019
	<u>Beginning Balance</u>		<u>First</u>	<u>Second</u>	<u>Ending Balance</u>
General Fund					
Community College					
Technology Initiative	\$ 2,897	\$ -	\$ 85	\$ 85	\$ 2,897
Update Master Plan	478	-	14	14	478
Wales Building Renovation	9,160	-	267	267	9,160
Original Boiler Replacement Phase II	33,455	-	977	977	33,455
Feasibility Study	1,944	-	57	57	1,944
Energy Management Improvements	8,047	-	235	235	8,047
Roof Replacement - Phase II	39,977	-	1,167	1,167	39,977
West Gym Bleachers	10,108	-	295	295	10,108
Roadway & Lot Upgrades	4,957	-	145	145	4,957
Roof Replacement III	18,725	-	547	547	18,725
Science Building	19,344	-	565	565	19,344
Alms Building Demo & Site Restoration	17,364	-	507	507	17,364
Direct Digital Control	12,958	-	378	378	12,958
Natural Gas Piping Replacement	16,198	-	473	473	16,198
Total Community College	<u>\$ 195,612</u>	<u>\$ -</u>	<u>\$ 5,712</u>	<u>\$ 5,712</u>	<u>\$ 195,612</u>



Serial Bonds 2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019	Principal	Interest Payments		2019
	Beginning Balance	Payment	First	Second	Ending Balance
All Other General Fund					
COB - Parking Area Repairs - Design Phase	\$ 8,457	\$ -	\$ 247	\$ 247	\$ 8,457
Grippen Ice Rink Rehabilitation	19,204	-	561	561	19,204
Watershed Annual Maintenance	2,916	-	85	85	2,916
County Buildings Renovations	7,775	-	227	227	7,775
County Office Building Carpet	144	-	4	4	144
Public Safety Facility	3,881	-	113	113	3,881
Systematic Roof Replacement At County	14,254	-	416	416	14,254
Electronic Voting Machines	3,916	-	114	114	3,916
Fire Radio System Replacement Phase I	19,438	-	567	567	19,438
Regional Public Safety Training Facility	2,808	-	82	82	2,808
Parks Equipment Replacement	3,499	-	102	102	3,499
Parks Surface Rehabilitation	1,292	-	38	38	1,292
Forum Repairs/Renovations	1,166	-	34	34	1,166
Equipment Replacement (FEMA 06/06 Flood)	42,979	-	1,255	1,255	42,979
Parks Equipment Replacement (FEMA 06/06 Flood)	136	-	4	4	136
Watershed Annual Maintenance	3,704	-	108	108	3,704
County Buildings Renovations	4,939	-	144	144	4,939
County Office Building - Parking Area	296,555	-	8,658	8,658	296,555
Petroleum Storage Reg. Compliance	3,110	-	91	91	3,110
Public Safety Facility Repairs/Renovations	2,740	-	80	80	2,740
Computer Equipment Replacement & Update Technology	10,367	-	303	303	10,367
Voice Mail System Replacement - Unified	2,432	-	71	71	2,432
Parks Equipment Replacement	907	-	26	26	907
Black Creek Security Update At Jail	7,727	-	226	226	7,727
Watershed Regulatory Compliance Part 1	5,183	-	151	151	5,183
County Buildings Renovations	5,831	-	170	170	5,831
Petroleum Bulk Storage	1,944	-	57	57	1,944
Public Safety Facility Repairs/Renovations	2,916	-	85	85	2,916
Systematic Roof Replacement At County	5,615	-	164	164	5,615
Network Switches & PC Replacement	31,295	-	914	914	31,295
Parks Equipment Replacement	2,916	-	85	85	2,916
Portable Radio Replacement	1,551	-	45	45	1,551
Replace Financial, HR/Payroll Systems (Software)	72,199	-	2,108	2,108	72,199
Replace Financial, HR/Payroll Systems (Hardware)	10,367	-	303	303	10,367
Parks Upgrade	3,024	-	88	88	3,024
ERP System Phase II	212,843	-	6,214	6,214	212,843
Replace Oil-Water Separator at Fleet	4,082	-	119	119	4,082
External Building Repairs - Front Street Dog Shelter	2,916	-	85	85	2,916

## Serial Bonds 2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019	Principal Payment	Interest Payments		2019
	<u>Beginning Balance</u>		First	Second	<u>Ending Balance</u>
Parks Facilities Repairs & Renovations	2,073	-	61	61	2,073
Sheriff's Vehicle Replacement	8,639	-	252	252	8,639
Security at GHJB	3,939	-	115	115	3,939
Employee Timekeeper System/Scheduler	10,691	-	312	312	10,691
System Upgrades and Network Management	23,325	-	681	681	23,325
Tape Library and Computer Equipment	4,924	-	144	144	4,924
Hazardous Materials Response Vehicle	9,719	-	284	284	9,719
Vehicle Replacement	12,958	-	378	378	12,958
Forum Repairs/Renovations	5,831	-	170	170	5,831
Forum Seating	16,198	-	473	473	16,198
Parks Surface Rehabilitation	4,859	-	142	142	4,859
Parks Facilities Repairs and Renovations	3,240	-	95	95	3,240
Parks Vehicle Replacement	3,240	-	95	95	3,240
Total Other General Fund	\$ 936,664	\$ -	\$ 27,346	\$ 27,346	\$ 936,664
Total General Fund	\$ 1,132,276	\$ -	\$ 33,058	\$ 33,058	\$ 1,132,276
County Road					
Highway Reconstruction	\$ 7,302	\$ -	\$ 213	\$ 213	\$ 7,302
Colesville Rd./South St. Bridge Replace./Rehab.-Design	2,054	-	60	60	2,054
Highway Reconstruction	95,029	-	2,774	2,774	95,029
Bevier St. Bridge Reconstruction	75,306	-	2,199	2,199	75,306
South Street Bridge	13,412	-	392	392	13,412
Bridge Reconstruction	14,541	-	425	425	14,541
Road Reconstruction (FEMA - 06/06 Flood)	3,971	-	116	116	3,971
Bridge Reconstruction (FEMA - 11/06 Flood)	26,500	-	774	774	26,500
Highway Reconstruction/Repair	85,824	-	2,506	2,506	85,824
Repair Highway Culverts & Bridges	24,693	-	721	721	24,693
Highway Fire Alarm Suppression System	1,370	-	40	40	1,370
Highway Reconstruction/Rehabilitation	97,956	-	2,860	2,860	97,956
Colesville Rd. Bridge Replacement	60,728	-	1,773	1,773	60,728
Unanticipated Bridge Repairs	14,578	-	426	426	14,578
2nd Street, Deposit, Drainage	39,307	-	1,148	1,148	39,307
Highway Reconstruction/Rehabilitation	131,885	-	3,850	3,850	131,885
Nanticoke Drive Bridge Reconstruction	34,502	-	1,007	1,007	34,502
Highway Building Renovations	2,592	-	76	76	2,592
Vestal-Endicott Bridge Painting	170,250	-	4,970	4,970	170,250
Unanticipated Bridge/Culvert Repairs	19,438	-	567	567	19,438
Highway Reconstruction/Rehabilitation	144,163	-	4,209	4,209	144,163
Total County Roads	\$ 1,065,401	\$ -	\$ 31,106	\$ 31,106	\$ 1,065,401

Serial Bonds  
2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019 Beginning Balance	Principal Payment	Interest Payments		2019 Ending Balance
			First	Second	
<b>Road Machinery</b>					
Highway Equipment Replacement	\$ 13,346	\$ -	\$ 390	\$ 390	\$ 13,346
Highway Equipment Replacement	18,142	-	530	530	18,142
Highway Equipment Replacement	51,380	-	1,500	1,500	51,380
Highway Vehicles Replacement	9,913	-	289	289	9,913
Highway Equipment Replacement	65,116	-	1,901	1,901	65,116
Total Road Machinery	<u>\$ 157,897</u>	<u>\$ -</u>	<u>\$ 4,610</u>	<u>\$ 4,610</u>	<u>\$ 157,897</u>
<b>Library</b>					
Computer Replacement - Public - Phase I	\$ 635	\$ -	\$ 19	\$ 19	\$ 635
Computer Replacement - Staff - Phase I	227	-	7	7	227
Computer Replacement - Staff - Phase II	309	-	9	9	309
Parking Lot Surface Treatment	428	-	12	12	428
Replacement of Decker Room Carpet	661	-	19	19	661
Security Cameras	145	-	4	4	145
Library Improvements & Renovations	3,043	-	89	89	3,043
Total Library	<u>\$ 5,448</u>	<u>\$ -</u>	<u>\$ 159</u>	<u>\$ 159</u>	<u>\$ 5,448</u>
<b>Veterans' Arena</b>					
Arena Primary Electric Repairs	\$ 2,916	\$ -	\$ 85	\$ 85	\$ 2,916
Arena Repairs/Renovations	1,296	-	38	38	1,296
Arena Repairs/Renovations	3,110	-	91	91	3,110
Arena Window Replacement - Wall At North End	27,431	-	801	801	27,431
Arena Repairs/Renovations	3,888	-	113	113	3,888
Arena Roof Systems Repair/Resurfacing	7,775	-	227	227	7,775
Arena Spotlights	1,166	-	34	34	1,166
Arena (Safety) Improvements	25,917	-	757	757	25,917
Arena Bathroom Renovations for ADA	4,859	-	142	142	4,859
Arena Repairs/Renovations	9,719	-	284	284	9,719
Total Veterans' Arena	<u>\$ 88,077</u>	<u>\$ -</u>	<u>\$ 2,572</u>	<u>\$ 2,572</u>	<u>\$ 88,077</u>
<b>En-Joie Golf Course</b>					
Golf Course Reconstruction	\$ 7,913	\$ -	\$ 231	\$ 231	\$ 7,913
Total En-Joie Golf Course	<u>\$ 7,913</u>	<u>\$ -</u>	<u>\$ 231</u>	<u>\$ 231</u>	<u>\$ 7,913</u>

Serial Bonds  
2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019 Beginning Balance	Principal Payment	Interest Payments		2019 Ending Balance
			First	Second	
<b>Transit</b>					
Intermodal Transit Terminal	\$ 130,161	\$ -	\$ 3,800	\$ 3,800	\$ 130,161
5 - 24 Passenger Buses	34,270	-	1,000	1,000	34,270
Transit Building Renovations	9,071	-	265	265	9,071
Total Transit	<u>\$ 173,502</u>	<u>\$ -</u>	<u>\$ 5,065</u>	<u>\$ 5,065</u>	<u>\$ 173,502</u>
<b>Willow Point</b>					
WPNH Room Renovations	\$ 18,811	\$ -	\$ 549	\$ 549	\$ 18,811
New 380 Bed Facility	33,692	-	984	984	33,692
New Electrical Beds	4,643	-	136	136	4,643
WPNH Resident Contained Smoking Area	3,888	-	113	113	3,888
HVAC Repairs	6,479	-	189	189	6,479
Kiosk Stations	3,110	-	91	91	3,110
Resident Furniture & Room Care Equipment	1,555	-	45	45	1,555
WPNH Renovations And Repairs	7,581	-	221	221	7,581
HVAC Replacement/Repairs	7,289	-	213	213	7,289
Therapy Module - Software & Hardware	1,396	-	41	41	1,396
WPNH Building Improvements	4,769	-	139	139	4,769
Total Willow Point	<u>\$ 93,213</u>	<u>\$ -</u>	<u>\$ 2,721</u>	<u>\$ 2,721</u>	<u>\$ 93,213</u>
<b>Solid Waste</b>					
Landfill Construction	\$ 4,752	\$ -	\$ 139	\$ 139	\$ 4,752
Leachate Treatment Plant Outfall	68,721	-	2,006	2,006	68,721
SEIS Options For Section IV Access	5,951	-	174	174	5,951
Colesville Landfill Remediation (Part 2)	13,788	-	403	403	13,788
Colesville Landfill Remediation (Part 2)	6,220	-	182	182	6,220
Design Section III Closure	16,522	-	482	482	16,522
Landfill Rain Cap Section IV	12,311	-	359	359	12,311
Scale House Road And Facility	120,708	-	3,524	3,524	120,708
Solid Waste Management Plan Update	9,719	-	284	284	9,719
Landfill Road Reconstruction	151,182	-	4,414	4,414	151,182
Colesville Landfill Remediation (Part 2)	13,120	-	383	383	13,120
Construction of Section II & III Closure	31,100	-	908	908	31,100
Colesville Landfill Remediation	16,198	-	473	473	16,198
Total Solid Waste	<u>\$ 470,292</u>	<u>\$ -</u>	<u>\$ 13,731</u>	<u>\$ 13,731</u>	<u>\$ 470,292</u>

Serial Bonds  
2010 Federally Taxable Issue - Build America Bonds (BABs) (Matures 2025) Continued

	2019 Beginning Balance	Principal Payment	Interest Payments		2019 Ending Balance
			First	Second	
<b>Aviation</b>					
Airport Parking Lot Rehabilitation	\$ 55,562	\$ -	\$ 1,622	\$ 1,622	\$ 55,562
Airport Corporate Hangar Improvements	28,867	-	843	843	28,867
Terminal Building Rehab.	5,831	-	170	170	5,831
Snow Removal Equipment	968	-	28	28	968
Terminal Building Improvements	23,325	-	681	681	23,325
T-Hangar Improvements	48,594	-	1,419	1,419	48,594
North Apron Rehabilitation Phase I	32,396	-	946	946	32,396
Main Apron Rehabilitation-Reconstruction	40,495	-	1,182	1,182	40,495
Total Aviation	<u>\$ 236,038</u>	<u>\$ -</u>	<u>\$ 6,891</u>	<u>\$ 6,891</u>	<u>\$ 236,038</u>
<b>Fleet Management</b>					
Fleet Replacement	\$ 4,320	\$ -	\$ 126	\$ 126	\$ 4,320
Fleet Replacement	12,958	-	378	378	12,958
Total Fleet Management	<u>\$ 17,278</u>	<u>\$ -</u>	<u>\$ 504</u>	<u>\$ 504</u>	<u>\$ 17,278</u>
<b>Central Foods</b>					
Central Foods Building Renovations	\$ 27,579	\$ -	\$ 805	\$ 805	\$ 27,579
Reconstruction of Central Foods	5,086	-	148	148	5,086
Total Central Foods	<u>\$ 32,665</u>	<u>\$ -</u>	<u>\$ 953</u>	<u>\$ 953</u>	<u>\$ 32,665</u>
Total 2010 Federally Taxable Issue - RZEDBs	<u><u>\$ 3,480,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 101,601</u></u>	<u><u>\$ 101,601</u></u>	<u><u>\$ 3,480,000</u></u>

Serial Bonds  
2011 Issue (Matures 2019)

	2019 Beginning Balance	Principal Payment	Interest Payments		2019 Ending Balance
			First	Second	
<b>General Fund</b>					
Community College					
Student Activities/Athletic Facility	\$ 291,903	\$ 291,903	\$ 4,379	\$ -	\$ -
All Other General Fund					
Public Safety Facility	\$ 34,349	\$ 34,349	\$ 515	\$ -	\$ -
GHJB Reno/Construct Annex	541,808	541,808	8,127	-	-
Reconstruct Gov't Plaza Deck	73,248	73,248	1,099	-	-
Network Upgrade & Equipment Replace	8,549	8,549	128	-	-
DMV Building Acquisition	13,218	13,218	198	-	-
COB Elevator Upgrade	14,351	14,351	215	-	-
COB Fire Alarm System Replacement	21,526	21,526	323	-	-
Forum Roof System Replacement	72,551	72,551	1,088	-	-
Total Other General Fund	<u>\$ 779,600</u>	<u>\$ 779,600</u>	<u>\$ 11,693</u>	<u>\$ -</u>	<u>\$ -</u>
Total General Fund	<u>\$ 1,071,503</u>	<u>\$ 1,071,503</u>	<u>\$ 16,072</u>	<u>\$ -</u>	<u>\$ -</u>
<b>County Road</b>					
Highway Reconstruction/Rehabilitation	\$ 141	\$ 141	\$ 2	\$ -	\$ -
Highway Reconstruction/Rehabilitation	10,793	10,793	162	-	-
Bridge Cleaning & Painting	7,244	7,244	109	-	-
Bridge Reconstruction/Rehabilitation	25,919	25,919	389	-	-
Highway Reconstruction	21,443	21,443	322	-	-
Highway Reconstruction/Rehabilitation	114,551	114,551	1,718	-	-
Highway Reconstruction/Rehabilitation	127,562	127,562	1,913	-	-
Federal Bridge Aid Program	114,807	114,807	1,722	-	-
Highway Reconstruction/Rehabilitation	143,507	143,507	2,153	-	-
Total County Roads	<u>\$ 565,967</u>	<u>\$ 565,967</u>	<u>\$ 8,490</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Road Machinery</b>					
Highway Maintenance Facility	\$ 28,635	\$ 28,635	\$ 430	\$ -	\$ -
Highway Equipment Replacement	11,873	11,873	178	-	-
Highway Equipment Replacement	38,433	38,433	577	-	-
Total Road Machinery	<u>\$ 78,941</u>	<u>\$ 78,941</u>	<u>\$ 1,185</u>	<u>\$ -</u>	<u>\$ -</u>

Serial Bonds  
2011 Issue (Matures 2019) Continued

	2019	Principal	Interest Payments		2019
	Beginning Balance	Payment	First	Second	Ending Balance
<b>Transit</b>					
Transit Coach Replacement	\$ 1,502	\$ 1,502	\$ 23	\$ -	\$ -
Total Transit	\$ 1,502	\$ 1,502	\$ 23	\$ -	\$ -
<b>Willow Point</b>					
Parking Lot Construction	\$ 30,382	\$ 30,382	\$ 456	\$ -	\$ -
Resident Lift Program Equipment	6,378	6,378	96	-	-
WPNH Building Feasibility Study	8,397	8,397	126	-	-
Total Willow Point	\$ 45,157	\$ 45,157	\$ 678	\$ -	\$ -
<b>Solid Waste</b>					
Leachate Treatment Facility	\$ 3,678	\$ 3,678	\$ 55	\$ -	\$ -
Landfill Gas Recovery System	12,575	12,575	189	-	-
Leachate Storage Tank Design	1,797	1,797	27	-	-
Landfill Water Supply	465,544	465,544	6,983	-	-
Landfill Public Sewer System	37,870	37,870	568	-	-
Salt/Sand Storage Facility	10,442	10,442	157	-	-
Landfill Equipment	78,515	78,515	1,178	-	-
Landfill New Construction	151,480	151,480	2,272	-	-
Total Solid Waste	\$ 761,901	\$ 761,901	\$ 11,429	\$ -	\$ -
<b>Aviation</b>					
Airport Utility Enhancement	\$ 5,029	\$ 5,029	\$ 75	\$ -	\$ -
Total Aviation	\$ 5,029	\$ 5,029	\$ 75	\$ -	\$ -
<b>Total 2011 Issue</b>	<b>\$ 2,530,000</b>	<b>\$ 2,530,000</b>	<b>\$ 37,952</b>	<b>\$ -</b>	<b>\$ -</b>

Serial Bonds  
2016 Issue (Matures 2035)

	2019	Principal	Interest Payments		2019
	<u>Beginning Balance</u>	<u>Payment</u>	<u>First</u>	<u>Second</u>	<u>Ending Balance</u>
<b>General Fund</b>					
Community College					
Science Building	\$ 489,290	\$ 24,093	\$ 5,832	\$ 5,591	\$ 465,197
Wales Building Upgrades	134,372	6,617	1,602	1,535	127,755
Roofs Replacement IV	77,042	3,794	918	880	73,248
Total Community College	<u>\$ 700,704</u>	<u>\$ 34,504</u>	<u>\$ 8,352</u>	<u>\$ 8,006</u>	<u>\$ 666,200</u>
<b>All Other General Fund</b>					
COPS Advance Refunding	\$ 8,589,554	\$ 422,955	\$ 102,380	\$ 98,150	\$ 8,166,599
Watershed Regulatory Compliance	103,388	5,091	1,232	1,181	98,297
Courthouse Air Handler Replacement	126,166	6,212	1,504	1,442	119,954
Systematic Roof Replacement at County	60,765	2,992	724	694	57,773
Watershed Annual Maintenance	34,130	1,681	407	390	32,449
Courthouse Steps	46,155	2,273	550	527	43,882
Spill Prevention/Petroleum Bulk Storage	36,265	1,786	432	414	34,479
Watershed Annual Maintenance	41,354	2,036	493	473	39,318
Watershed Regulatory Compliance	124,620	6,136	1,485	1,424	118,484
County Buildings Renovations	138,200	6,805	1,647	1,579	131,395
Systematic Roof Replacement - County Buildings	67,693	3,333	807	774	64,360
County Building Renovations	3,585	177	43	41	3,408
Forum Repairs/Renovations	138,467	6,818	1,650	1,582	131,649
Otsiningo Bathroom	60,294	2,969	719	689	57,325
Parks Facilities Repairs & Renovations	34,848	1,716	415	398	33,132
Total Other General Fund	<u>\$ 9,605,484</u>	<u>\$ 472,980</u>	<u>\$ 114,488</u>	<u>\$ 109,758</u>	<u>\$ 9,132,504</u>
<b>Total General Fund</b>	<u>\$ 10,306,188</u>	<u>\$ 507,484</u>	<u>\$ 122,840</u>	<u>\$ 117,764</u>	<u>\$ 9,798,704</u>



Serial Bonds  
2016 Issue (Matures 2035) Continued

	2019	Principal Payment	Interest Payments		2019
	Beginning Balance		First	Second	Ending Balance
<b>County Road</b>					
Highway Reconstruction/Rehabilitation	\$ 2,866	\$ 141	\$ 34	\$ 33	\$ 2,725
Highway Reconstruction/Rehabilitation	1,363,198	67,125	16,248	15,577	1,296,073
Killawog Rd & Oregon Hill Rd Bridges	376,274	18,528	4,485	4,300	357,746
Unanticipated Bridge/Culvert Repairs	203,824	10,036	2,429	2,329	193,788
West Hill Rd Bridge Rehabilitation/Scour	124,559	6,133	1,485	1,423	118,426
Highway Reconstruction/Rehabilitation	1,506,206	74,166	17,953	17,211	1,432,040
Unanticipated Bridge/Culvert Repairs	211,467	10,413	2,521	2,416	201,054
<b>Total County Roads</b>	<b>\$ 3,788,394</b>	<b>\$ 186,542</b>	<b>\$ 45,155</b>	<b>\$ 43,289</b>	<b>\$ 3,601,852</b>
<b>Road Machinery</b>					
Highway Equipment Replacement	\$ 20,146	\$ 992	\$ 240	\$ 230	\$ 19,154
Highway Equipment Replacement	307,288	15,131	3,663	3,511	292,157
Highway Equipment Replacement	558,474	27,500	6,657	6,382	530,974
<b>Total Road Machinery</b>	<b>\$ 885,908</b>	<b>\$ 43,623</b>	<b>\$ 10,560</b>	<b>\$ 10,123</b>	<b>\$ 842,285</b>
<b>Veterans' Arena</b>					
Arena Repairs/Renovations	\$ 82,694	\$ 4,072	\$ 986	\$ 945	\$ 78,622
Repair/Replace Arena HVAC Equipment	236,186	11,630	2,815	2,699	224,556
<b>Total Veterans' Arena</b>	<b>\$ 318,880</b>	<b>\$ 15,702</b>	<b>\$ 3,801</b>	<b>\$ 3,644</b>	<b>\$ 303,178</b>
<b>Transit</b>					
Intermodal Transit Terminal	\$ 419,240	\$ 20,644	\$ 4,997	\$ 4,791	\$ 398,596
<b>Total Transit</b>	<b>\$ 419,240</b>	<b>\$ 20,644</b>	<b>\$ 4,997</b>	<b>\$ 4,791</b>	<b>\$ 398,596</b>

Serial Bonds  
2016 Issue (Matures 2035) Continued

	2019	Principal Payment	Interest Payments		2019
	<u>Beginning Balance</u>		First	Second	<u>Ending Balance</u>
<b>Solid Waste</b>					
Scale House Road And Facility	\$ 20,438	\$ 1,006	\$ 244	\$ 234	\$ 19,432
Landfill Road Reconstruction	76,593	3,771	913	875	72,822
Construction of Section II & III Closure	1,096,632	53,999	13,071	12,531	1,042,633
Landfill Equipment	112,455	5,537	1,340	1,285	106,918
Design/Construction Review for Section IV Cells II & III	283,159	13,943	3,375	3,236	269,216
Colesville Landfill Remediation	352,971	17,381	4,207	4,033	335,590
Construction Section IV Cell II	2,263,744	111,468	26,982	25,867	2,152,276
Design & Construction Review Section IV Cells III & IV	81,684	4,022	974	933	77,662
Landfill Groundwater Remediation Feasibility Study	223,439	11,002	2,663	2,553	212,437
<b>Total Solid Waste</b>	<b>\$ 4,511,115</b>	<b>\$ 222,129</b>	<b>\$ 53,769</b>	<b>\$ 51,547</b>	<b>\$ 4,288,986</b>
<b>Aviation</b>					
Hangar Improvements	\$ 25,738	\$ 1,267	\$ 307	\$ 294	\$ 24,471
Rental Car Service Facility Replacement	154,537	7,609	1,842	1,766	146,928
<b>Total Aviation</b>	<b>\$ 180,275</b>	<b>\$ 8,876</b>	<b>\$ 2,149</b>	<b>\$ 2,060</b>	<b>\$ 171,399</b>
<b>Total 2016 Issue</b>	<b>\$ 20,410,000</b>	<b>\$ 1,005,000</b>	<b>\$ 243,271</b>	<b>\$ 233,218</b>	<b>\$ 19,405,000</b>

Serial Bonds

Summary of Serial Bond Issues	2019 Principal	Principal	Interest Payments		2019 Principal
	Beginning Balance	Payment	First	Second	Ending Balance
General Fund					
Community College	\$ 9,638,092	\$ 892,411	\$ 267,893	\$ 148,069	\$ 8,745,681
All Other General Fund	18,637,359	2,238,022	359,155	309,119	16,399,337
Total General Fund	<u>28,275,451</u>	<u>3,130,433</u>	<u>627,048</u>	<u>457,188</u>	<u>25,145,018</u>
Aviation	3,341,580	318,267	93,055	67,609	3,023,313
Central Food and Nutrition Services	265,924	33,229	7,472	6,642	232,695
County Road	17,216,590	2,054,261	422,328	319,472	15,162,329
En-Joie Golf Course	64,415	8,049	1,810	1,609	56,366
Fleet Management	140,657	17,576	3,952	3,513	123,081
Library	44,343	5,541	1,246	1,107	38,802
Road Machinery	3,099,202	327,360	73,189	54,298	2,771,842
Solid Waste Management	10,995,548	1,560,986	229,281	174,099	9,434,562
Transit	1,833,187	198,638	44,708	40,067	1,634,549
Veterans' Arena	1,326,832	120,438	32,628	25,688	1,206,394
Willow Point Nursing Facility	1,481,271	175,222	42,206	28,583	1,306,049
<b>Total</b>	<u>\$ 68,085,000</u>	<u>\$ 7,950,000</u>	<u>\$ 1,578,923</u>	<u>\$ 1,179,875</u>	<u>\$ 60,135,000</u>
Total 2018 Serial Bond Principal Payment	\$ 7,950,000				
Total 2018 Serial Bond Interest Payment	2,758,798				
<b>2018 Serial Bonds Grand Total</b>	<u>\$ 10,708,798</u>				

Serial Bonds  
2018 Issue (Matures 2031)

	2019	Principal	Interest Payments		2019
	<u>Beginning Balance</u>	<u>Payment</u>	<u>First</u>	<u>Second</u>	<u>Ending Balance</u>
General Fund					
Community College					
Science Building	\$ 5,576,970	\$ 290,208	\$ 166,380	\$ 79,301	\$ 5,286,762
Hazardous Materials	44,433	2,312	1,326	632	42,121
Wales Building Upgrades	1,070,077	55,684	31,924	15,216	1,014,393
Electrical Infrastructure	19,642	1,022	586	279	18,620
HVAC Upgrades/Replacement	68,138	3,546	2,033	969	64,592
Water & Sewer Renovations/Upgrades	146,214	7,609	4,362	2,079	138,605
Sidewalks, Roadways, & Other Parking Lots	20,736	1,079	619	295	19,657
HVAC & Roof Critical Replacements	106,833	5,559	3,187	1,519	101,274
Total Community College	<u>\$ 7,053,043</u>	<u>\$ 367,019</u>	<u>\$ 210,417</u>	<u>\$ 100,290</u>	<u>\$ 6,686,024</u>
All Other General Fund					
Watershed Annual Maintenance	\$ 47,864	\$ 2,491	\$ 1,428	\$ 681	\$ 45,373
County Building Renovations	88,420	4,601	2,638	1,257	83,819
Watershed Annual Maintenance	39,000	2,029	1,164	555	36,971
Systematic Roof Replacement at County Facilities	110,000	5,724	3,282	1,564	104,276
Conversion of Gym to Dormitory	68,459	3,562	2,042	973	64,897
Sheriff Medical Addition	170,366	8,865	5,083	2,423	161,501
Parks Equipment (Bobcat)	32,923	1,713	982	468	31,210
Parks Equipment Replacement	42,591	2,216	1,271	606	40,375
Stormwater Infrastructure	27,475	1,430	820	391	26,045
Total Other General Fund	<u>\$ 627,098</u>	<u>\$ 32,631</u>	<u>\$ 18,710</u>	<u>\$ 8,918</u>	<u>\$ 594,467</u>
Total General Fund	<u>\$ 7,680,141</u>	<u>\$ 399,650</u>	<u>\$ 229,127</u>	<u>\$ 109,208</u>	<u>\$ 7,280,491</u>

Serial Bonds  
2018 Issue (Matures 2031) Continued

	2019	Principal Payment	Interest Payments		2019
	Beginning Balance		First	Second	Ending Balance
<b>County Road</b>					
Airport Road Reconstruction - Design	\$ 71,086	\$ 3,699	\$ 2,121	\$ 1,011	\$ 67,387
Highway Reconstruction/Rehabilitation	1,498,795	77,993	44,714	21,312	1,420,802
Killawog Rd Bridge Replacement	390,734	20,333	11,657	5,556	370,401
River Rd Bridge Replacement Design	108,523	5,647	3,238	1,543	102,876
Unanticipated Bridge/Culvert Repairs	149,867	7,799	4,471	2,131	142,068
Highway Reconstruction/Rehabilitation	1,650,000	85,861	49,225	23,462	1,564,139
Unanticipated Bridge/Culvert Repairs	320,000	16,652	9,547	4,550	303,348
Total County Roads	<u>\$ 4,189,005</u>	<u>\$ 217,984</u>	<u>\$ 124,973</u>	<u>\$ 59,565</u>	<u>\$ 3,971,021</u>
<b>Road Machinery</b>					
Highway Equipment Replacement	\$ 405,478	\$ 21,100	\$ 12,097	\$ 5,766	\$ 384,378
Highway Equipment Replacement	443,462	23,076	13,230	6,306	420,386
Total Road Machinery	<u>\$ 848,940</u>	<u>\$ 44,176</u>	<u>\$ 25,327</u>	<u>\$ 12,072</u>	<u>\$ 804,764</u>
<b>Veterans' Arena</b>					
Arena Efficiency Project	\$ 154,953	\$ 8,063	\$ 4,623	\$ 2,203	\$ 146,890
Arena Improvement Project	135,988	7,076	4,057	1,934	128,912
Total Veterans' Arena	<u>\$ 290,941</u>	<u>\$ 15,139</u>	<u>\$ 8,680</u>	<u>\$ 4,137</u>	<u>\$ 275,802</u>
<b>Solid Waste</b>					
Colesville Landfill Remediation	\$ 54,000	\$ 2,810	\$ 1,611	\$ 768	\$ 51,190
Construction of Sewer Line	1,303,070	67,808	38,875	18,529	1,235,262
Landfill Equipment	536,893	27,938	16,017	7,634	508,955
Total Solid Waste	<u>\$ 1,893,963</u>	<u>\$ 98,556</u>	<u>\$ 56,503</u>	<u>\$ 26,931</u>	<u>\$ 1,795,407</u>

Serial Bonds  
2018 Issue (Matures 2031) Continued

	2019 <u>Beginning Balance</u>	Principal <u>Payment</u>	Interest Payments		2019 <u>Ending Balance</u>
			<u>First</u>	<u>Second</u>	
Aviation					
Hangar Improvements	\$ 86,400	\$ 4,496	\$ 2,578	\$ 1,229	\$ 81,904
Rental Car Service Facility Replacement	1,148,324	59,755	34,258	16,329	1,088,569
Total Aviation	<u>\$ 1,234,724</u>	<u>\$ 64,251</u>	<u>\$ 36,836</u>	<u>\$ 17,558</u>	<u>\$ 1,170,473</u>
Willow Point					
13 Sprinkler System	\$ 677,286	\$ 35,244	\$ 20,206	\$ 9,631	\$ 642,042
Total Willow Point	<u>\$ 677,286</u>	<u>\$ 35,244</u>	<u>\$ 20,206</u>	<u>\$ 9,631</u>	<u>\$ 642,042</u>
Total 2018 Issue	<u><u>\$ 16,815,000</u></u>	<u><u>\$ 875,000</u></u>	<u><u>\$ 501,652</u></u>	<u><u>\$ 239,104</u></u>	<u><u>\$ 15,940,000</u></u>

Bond Anticipation Notes  
Issue Date 5/3/18  
Maturity Date 5/3/19

	<u>Amount Outstanding</u>		<u>Amount Outstanding</u>
All Other General Fund		All Other General Fund - Continued	
14 Digitize Permanent Records	\$ 46,500	17 Body Armor Vests	\$ 62,400
15 Digitize Permanent Records	30,000	17 Replace Civil Division System	84,000
17 Digitize Permanent Records	25,000	17 Vehicle Replacement	150,000
14 Computer Equipment Replacement/Update Technology	247,745	18 Jail Radio Replacement	50,000
15 Computer Hardware & Software Replace/Update	370,667	18 In-Car Camera Replacement	100,000
15 Dark Fiber Installation	840,476	18 Vehicle replacement	225,000
16 Computer Equipment Replacement/Update Technology	633,593	15 Forum Repairs/Renovations	10,000
17 Computer Equipment Replacement/Update Technology	882,583	18 Forum Improvements	75,000
18 Computer Equipment Replacement/Update Technology	850,000	12 Parks Surface Rehabilitation	48,352
11 Spill Prevention/Petroleum Bulk Storage	72,000	14 Farmers Market Construction	638,931
12 County Buildings Energy Efficiency	36,305	14 Parks Facilities Repairs & Renovations	9,994
14 County Building Renovations	76,282	15 Otsiningo Pond Loop Trail Project	40,001
14 South Otsiningo Trail	63,809	15 Parks Facilities Repairs & Renovations	19,999
15 Watershed Annual Maintenance	45,500	15 Parks Surface Rehabilitation	19,999
15 Resurface Public Safety Facility Parking Lot	372,000	15 Parks Vehicle Replacement	22,500
15 Senior Centers Parking Lot Repairs	105,000	16 Parks Facilities Repair & Renovation	75,214
15 Systematic Roof Replacement at County Facilities	119,884	16 Parks Mower Replacement	54,000
16 Watershed Annual Maintenance	59,587	16 Parks Surface Rehabilitation	65,000
16 Construction Equipment Replacement	188,406	17 Otsiningo Stage Construction	75,000
16 County & Family Court Annex Repairs/Renovations	124,923	17 Parks Facility Repairs & Renovation	70,000
16 Renovations County Buildings	119,704	18 Dorchester Park Gateway	30,600
16 Systematic Roof Repairs at County Facilities	377,625	18 Parks Facilities Repairs & Renovations	100,000
16 Public Safety Facility Electric	160,530	18 PARKS SURFACE REHABILITATION	138,000
17 County Regulatory/Environmental Compliance/Maintenance	113,309	18 PARKS VEHICLE REPLACEMENT	75,000
17 Watershed Site 9A Compliance Upgrade Design/Permit	235,050	14 Stormwater Infrastructure	26,000
17 County Building Renovations	120,000	<u>Total All Other General Fund</u>	<u>\$ 16,507,277</u>
17 Public Safety Facility Repairs/Renovation	120,000		
17 Systematic Roof Repairs at County Facilities	373,333	Community College (BCC)	
18 County Regulatory/Environmental Compliance/Maintenance	125,000	09 Roof Replacement III	\$ 15,424
18 County Building Renovations	200,000	11 Hazardous Materials	40,600
18 Roof Repairs Of County Facilities	250,000	12 Electrical Infrastructure	105,000
18 Tripartite Facade Repair	100,000	12 HVAC Upgrades/Replacement	78,000
14 Uninterruptible Power Supply (UPS) Replacement - 911	24,000	12 Roofs Replacement IV	7,936
15 OES Land Purchase	179,999	12 Water & Sewer Renovations/Upgrades	63,000
15 OES Tower Site Land Preparation	140,000	13 Sidewalks, Roadways, & Other Parking Lots	150,006
16 Public Safety Communications System Upgrade	1,958,986	14 HVAC & Roof Critical Replacements	45,200
18 Emergency Services Response Building	75,000	14 Master Plan Update	37,566
18 Vehicle replacement	50,000	16 Downtown Campus Phase II	9,453,338
14 Conversion of Gym to Dormitory	1,198,200	18 Critical Core Campus Rehabilitation	900,000
14 Sheriff Medical Addition	3,040,466	<u>Total Community College</u>	<u>\$ 10,896,070</u>
15 Road Patrol In-Car IT Upgrades	13,325		
16 Vehicle Replacement	77,500	<u>Total General Fund</u>	<u>\$ 27,403,347</u>

Bond Anticipation Notes  
Issue Date 5/3/18  
Maturity Date 5/3/19

	Amount Outstanding		Amount Outstanding
<b>Aviation</b>		<b>Solid Waste</b>	
03 Airport Utility Enhancement Project, Phase II	\$ 274,575	12 Design & Construction Review Section IV Cells III & IV	\$ 543,282
10 Hangar Improvements	4,000	12 Landfill Groundwater Remediation Feasibility Study	49,038
12 Rental Car Service Facility Replacement	888,821	14 Construction of Section IV Cell III	3,080,000
13 West Apron Rehab Construction	32,582	14 Construction of Sewer Line	4,000,000
13 Geothermal Project	27,000	14 Landfill Gas Collection System	77,340
14 Security Improvements	86,588	15 Colesville Landfill Remediation	80,388
14 Sustainable Management Plan	7,212	16 Colesville Landfill Remediation	60,000
15 North Apron Rehab-Phase II-Construction	33,909	17 Section V Plan & Permit Modification	240,000
16 Snow Removal Equipment Replacement	65,000	Total Solid Waste Fund	<u>\$ 8,130,048</u>
16 Runway 16 Rehab/Construction	584,593		
17 SRE Equipment Replacement	65,000	<b>Road Machinery</b>	
17 Master Plan Update	78,840	15 Highway Equipment Replacement	\$ 622,313
17 Airport Drainage Improvements	28,500	16 Highway Equipment Replacement	780,000
18 Design And Construct Parking Revenue Control Upgrade	100,000	17 Highway Equipment Replacement	896,000
18 Replacement Of Airport Snow Removal Equipment	123,500	18 Highway Equipment Replacement	890,000
	<u>\$ 2,400,120</u>	Total Road Machinery Fund	<u>\$ 3,188,313</u>
<b>Veteran's Arena</b>		<b>En-Joie Golf Course</b>	
12 Repair/Replace Arena HVAC Equipment	\$ 5,449	18 En-Joie SAM Grant Improvement Project	\$ 350,000
13 Arena Seating	13,076	Total En-Joie Golf Course	<u>\$ 350,000</u>
14 Arena Efficiency Project	650,000		
14 Arena Improvement Project	115,000	<b>Fleet Management</b>	
16 Arena Security Upgrades	56,000	16 DPW - Fleet Replacement	\$ 98,333
18 Arena Improvements	85,000	16 DPW - Skid-Steer Loader	43,698
Total Veteran's Arena Fund	<u>\$ 924,525</u>	17 DPW - Fleet Replacement	250,000
		18 DPW - Fleet Replacement	250,000
		Total Fleet Management Fund	<u>\$ 642,031</u>
<b>Transit</b>			
13 Transit Coach Replacement	\$ 59,889		
14 Purchase of Service Vehicle	13,859		
15 Purchase of Three (4) Clean Diesel Transit Buses	166,909		
16 Parking Lot Pavement/Expansion	301,719		
16 Three Clean Diesel Transit Buses	17,285		
Total Transit Fund	<u>\$ 559,661</u>		



Bond Anticipation Notes  
Issue Date 5/3/18  
Maturity Date 5/3/19

	<u>Amount Outstanding</u>		<u>Amount Outstanding</u>
County Road		Willow Point Nursing Home	
11 Killawog Rd & Oregon Hill Rd Bridges	\$ 13,000	13 Sprinkler System	\$ 26,394
12 Airport Road Reconstruction - Design	47,200	14 Betterment & Improvements	40,800
12 East Windsor Rd. Bridge	145,568	14 WPNH Software Conversion	15,614
13 Killawog Rd Bridge Replacement	15,994	15 Nurse Call System	90,000
14 Hooper Rd Bridge Rehab - Construction	13,226	16 Asphalt Concrete Resurfacing Project	90,000
14 East Windsor Rd. Bridge	682,534	16 Betterments & Improvements	76,689
15 Highway Reconstruction/Rehabilitation	1,800,183	16 Equipment & Furnishings Replacement	47,752
15 County Bridge and Culvert Flag Repairs	339,971	16 Portable Oxygen Concentrators	30,300
15 Ganoungton Rd. Culvert Replacement	257,408	16 Roofing Replacement	65,000
15 Bridge Structural Steel Cleaning/Painting - Design	69,435	16 Therapy Room	60,666
16 Highway Reconstruction/Rehabilitation	2,924,549	17 Asphalt Concrete Resurfacing Project	90,000
16 Airport Rd Four Lane Road Rehab/Construction	73,461	17 HVAC Upgrades & Improvements	450,000
16 County Bridge & Culvert Flag Repairs	358,861	17 Roofing Replacements	373,333
17 Highway Reconstruction/Rehabilitation	3,161,928	18 Betterments & Improvements	450,000
17 County Bridge & Culvert Flag Repairs	391,744	18 Exterior Facade And Entrance Repair Project	150,000
17 Old Route 17 Bridge (BIN 3349850) Design	59,361	18 HVAC Upgrade & Improvements	250,000
17 Upper Lisle Rd. Bridge Design (BIN 3349680)	3,324	<u>Total Willow Point Nursing Home</u>	<u>\$ 2,306,548</u>
17 Oregon Hill Rd. Bridge (BIN 3349520)	900,983		
17 Juneberry Rd. Bridge (BIN 3349740) Design	12,000		
18 Highway Reconstruction/Rehabilitation	2,497,677		
18 County Bridge and Culvert Repairs	225,000		
18 Farm To Market ADA Sidewalk Upgrades Construction	22,000		
18 Nanticoke Drive And Twist Run Road Culvert Replace-Design	175,000		
18 Old Route 17 Bridge Rehab Design (BIN3349620)	50,000		
<u>Total County Road</u>	<u>\$ 14,240,407</u>	<u>Total Bond Anticipation Notes</u>	<u>\$ 60,145,000</u>

## Bond Anticipation Notes/Capital Notes Payment Schedule

Project Title	Fund	Department	Total BAN 5/3/2018	Principal Paydown 5/3/2018	Interest Due 5/3/2018
General	1010	91000099	\$ 16,507,277	\$ 2,876,693	\$ 495,219
General BCC	1010	91000099	10,896,070	593,982	326,882
Total General			<u>\$ 27,403,347</u>	<u>\$ 3,470,675</u>	<u>\$ 822,101</u>
Arena	3110	39020008	924,525	94,716	27,736
County Road	3120	29010505	14,240,407	1,040,420	427,212
En-Joie Golf Course	3140	41020008	350,000	23,333	10,500
Road Machinery	3160	30020305	3,188,313	272,235	95,649
Aviation	2010	28040005	2,400,120	219,656	72,004
Solid Waste	2020	38020007	8,130,048	431,388	243,901
Transit	2040	31010505	559,661	146,574	16,790
Willow Point NH	2050	27040004	2,306,548	298,131	69,196
Fleet Management	2070	09020001	642,031	267,912	19,261
Grand Total BANs & Capital Notes			<u><u>\$ 60,145,000</u></u>	<u><u>\$ 6,265,040</u></u>	<u><u>\$ 1,804,350</u></u>

Statement of  
Authorized and Unborrowed Debt  
For Open Capital Projects

	Resolution	Debt Authorized	Debt Unborrowed
Serial Bonds			
Arena/Forum			
Forum Marquee Replacement	* \$	125,000	\$ 125,000
Arena Security Upgrades	17-116	75,000	5,000
Arena Improvements Infrastructure	*	100,000	100,000
Aviation			
Airport Utility Enhancement Project, Phase II	03-179, 14-122	\$ 850,000	\$ 84
Geothermal Energy Improvement Project	13-569	350,000	115,317
Security Improvements	15-73	1,066,356	77,050
Sustainable Management Plan	15-73	130,000	5,348
Environmental for MPU Project - EA	14-558	150,000	150,000
North Apron Rehab-Phase II-Construction	14-558	2,404,570	253,682
Taxiway H & K Rehab/Extension Design	14-558	350,000	349,000
Airport Wildlife Hazard Assessment Study	16-76	75,000	75,000
Snow Removal Equipment Replacement	15-403	650,000	585,000
Taxiway H&K Rehab/Ext - Design	15-403	350,000	343,000
Runway 16 Rehabilitation - Construction	17-116	11,388,054	1,425,766
Aviation SRE Equipment Replacement	16-425	650,000	480,255
Master Plan Update	16-425	800,000	720,000
Runway 10/28 Rehabilitation Design	18-43	450,000	448,560
Airport Drainage Improvements	18-43	150,000	121,500
Design and Construct General Terminal	17-389	16,400,000	16,400,000
Design and Construct Parking Revenue Control Upgrade	17-389	1,000,000	900,000
Replacement Of Airport Snow Removal Equipment	17-389	650,000	526,500
Broome Community College			
Science Building	08-744, 11-543	\$ 21,942,696	\$ 918,935
Electrical Infrastructure	11-549	500,000	46,014
Electrical Infrastructure	11-549	700,000	9,544
Sidewalks, Roadways & Other Parking Lots	12-568	500,000	123,745
HVAC & Roof Critical Replacements	13-570	500,000	3,000
Music Suite Renovations	13-569	500,000	272,589
Electrical Infrastructure II	14-558	350,000	280,000
Simulated Clean Room and Equipment	14-558	2,813,000	2,269,472
Downtown Campus Phase II	15-403, 17-536	19,800,000	9,340,239
Core Building Rehab Phase I	17-116	7,300,000	2,908,003
Geothermal Heating & Cooling	16-425, *	905,688	576,644
Critical Core Campus Rehabilitation	17-389	2,800,000	1,799,585

Statement of  
Authorized and Unborrowed Debt  
For Open Capital Projects

Serial Bonds	Resolution	Debt Authorized	Debt Unborrowed
<b>County Road</b>			
Hooper Rd Bridge Rehab - Construction	13-570	\$ 1,892,854	\$ 118,399
South Street Bridge Rehab - Construction	13-570	1,400,000	247,596
River Rd. Bridge Rehab. (Construction)	14-558	2,217,000	849,097
Airport Rd Four Lane Road Rehab/Construction	15-403, 16-77	8,700,000	1,899,573
Bridge Structural Steel Cleaning/Painting	15-403	1,385,000	340,327
County Bridge & Culvert Flag Repairs	16-425	450,000	39,256
Old Route Bridge (BIN 3349850) Design	16-425	283,000	116,279
Upper Lisle Rd. Bridge Design (BIN 3349680)	16-425	79,000	14,664
Juneberry Rd. Bridge (BIN 3349740) Design	18-43	290,000	168,847
Highway Reconstruction/Rehabilitation	389-17	3,070,055	572,378
Colesville Road Bridge- Design (BIN3360040)	389-17	182,000	182,000
County Bridge & Culvert Repairs	389-17	400,000	175,000
Farm To Market ADA Sidewalk Upgrades Construction	389-17	501,000	479,000
Nanticoke Drive & Twist Run Road Culvert Replacements-Design	389-17	569,000	394,000
Old Route 17 Bridge Rehabilitation Design (BIN3349620)	389-17	228,000	178,000
Upper Lisle Road Bridge Construction (BIN3349680)	389-17, *	1,083,000	1,083,000
<b>Elections</b>			
Voting Machine Replacements	16-425	\$ 220,000	\$ 198,000
Voting Machine Replacements	17-389	220,000	220,000
<b>Emergency Services</b>			
Public Safety Communications System Upgrade	17-116	\$ 2,000,000	\$ 1,014
<b>Information Technology</b>			
Computer Equipment Replacement/Update	15-403	1,000,000	110,407
Computer Equipment Replacement/Update	16-425	1,000,000	27,417
Computer Equipment Replacement/Update	17-389	950,000	100,000
<b>Parks and Recreation</b>			
Otsiningo Stage Construction	16-425	200,000	200,000
Dorchester Park Gateway	17-389	572,000	541,400
<b>PW-Buildings &amp; Grounds</b>			
Stormwater Infrastructure	14-45	1,120,100.00	367,796
Public Safety Facility Electric	17-116	200,000.00	20,325
County Regulatory/Environmental Compliance/Maintenance	16-425	150,000.00	10,691
Watershed Site 9A Compliance Upgrade Design/Permit	16-425	400,000.00	118,950

Statement of  
Authorized and Unborrowed Debt  
For Open Capital Projects

Serial Bonds	Resolution	Debt Authorized	Debt Unborrowed
<b>Public Transportation</b>			
Purchase of Four (4) Clean Diesel Transit Buses	16-425, 18-43	1,770,696	1,770,696
Purchase of 30 Bus Shelters	18-43	315,000	315,000
Purchase of Four (4) Clean Diesel Transit Buses	17-389	1,780,000	1,780,000
Purchase of Two (2) Cutaway Buses	*	367,304	367,304
<b>Solid Waste</b>			
Design & Construction Review Section IV Cells III & IV	11-549	\$ 900,000	\$ 89,030
Construction of Sewer Line	13-570, 15-119	10,550,000	647,262
Landfill Gas Collection System	14-45	2,500,000	1,930,853
Colesville Landfill Remediation	14-558	100,000	9,000
Colesville Landfill Remediation	15-403	100,000	40,000
Excavation of Section IV, Cell IV	16-425, 18-43	1,500,000	1,480,000
Landfill Equipment	16-425	500,000	500,000
Leachate Plant Modification	16-425	450,000	446,000
Colesville Landfill Remediation	17-389	50,000	50,000
Section V Phase I Material Relocation Construction	17-389	4,850,000	4,850,000
<b>Willow Point Nursing Home</b>			
Sprinkler System	12-568, 13-115	\$ 1,600,000	\$ 207,003
WPNH Software Conversion	13-570	60,000.00	4,386
Betterments & Improvements	15-403	120,000.00	561
	17-389	495,500	45,500
	17-389	400,000	400,000
<b>Total</b>		<b>\$ 156,220,873</b>	<b>\$ 65,459,843</b>

\* Pending legislative approval.

Authorized Capital Projects  
Open as of June 1, 2018

	CIP Year	Total Appropriations	Available Appropriations
<b>Arena/Forum</b>			
Forum Improvements	2018	\$ 75,000	\$ 73,295
Forum Marquee Replacement	2018	125,000	125,000
Arena Security Upgrades	2016	75,000	16,858
Arena Improvements	2018	85,000	85,000
Arena Improvements Infrastructure	2018	100,000	100,000
		\$ 460,000	\$ 400,153
<b>Aviation</b>			
Runway 34 Safety Area Improvements	2011, 2011a, 2012a	13,410,000	133,723
Employee Protective Equipment	2012	40,000	10,907
N. Apron Rehab - Phase II - Design	2013	237,700	4,700
Geothermal Energy Improvement Project	2013	350,000	1,593
Hangar 1 Improvements	2013	100,000	100,000
Airport Security Upgrades	2014, 2014a	1,066,356	78,998
Sustainable Management Plan	2014	130,000	4,986
Environmental for MPU Project - EA	2015	150,000	150,000
North Apron Rehab-Phase II-Construction	2015, 2015a	2,404,570	259,233
Taxiway H & K Rehab/Extension Design	2015	350,000	350,000
Wildlife Hazard Assessment	2015	75,000	75,000
Snow Removal Equipment	2016	650,000	650,000
Taxiway H & K Rehab/Extension Design	2016	350,000	350,000
Runway 16 Rehabilitation - Construction	2016	11,388,054	1,140,145
Aviation SRE Equipment Replacement	2017	650,000	504,926
Master Plan Update	2017	800,000	580,742
Runway 10/28 Rehabilitation Design	2017	324,770	324,770
Airport Drainage Improvements	2017	150,000	63,179
Design and Construct General Terminal	2018	16,400,000	16,400,000
Design and Construct Parking Revenue Control Upgrade	2018	1,000,000	1,000,000
Replacement Of Airport Snow Removal Equipment	2018	650,000	650,000
		\$ 50,676,450	\$ 22,832,902

Authorized Capital Projects  
Open as of June 1, 2018

	CIP Year	Total Appropriations	Available Appropriations
<b>Broome Community College</b>			
Energy Management Improvements	2008	\$ 207,000	\$ 2,190
Science Building	2009, 2013a	21,942,696	1,043,991
Direct Digital Control	2010	465,000	5,080
Electrical Infrastructure	2012	500,000	40,647
HVAC Upgrades/Replacement	2012	700,000	19,087
Sidewalk, Roadways & Parks	2013	500,000	246,002
Student Center Improvements	2013, 2013a	610,000	1,535
Music Suite Renovations	2013	500,000	467,766
HVAC & Roof Critical Replacements	2014	500,000	6,001
Electrical Infrastructure II	2015	350,000	350,000
Simulated Clean Room and Equipment	2015	2,813,000	2,161,627
Downtown Campus Phase II	2016	19,800,000	13,839,138
Core Building Rehab Phase I	2016	7,300,000	1,200,750
Geothermal Heating & Cooling	2017	905,688	274,769
Critical Core Campus Rehabilitation	2018	2,800,000	2,296,196
		\$ 59,893,384	\$ 21,954,779
<b>County Clerk - Records Management</b>			
Digitize Permanent Records	2014	\$ 200,000	\$ 30,795
Digitize Permanent Records	2015	50,000	9,283
Digitize Permanent Records	2017	25,000	25,000
		\$ 275,000	\$ 65,078
<b>DPW-Fleet</b>			
Fleet Replacement	2016, 2016a	318,261	1,744
Fleet Replacement	2017	250,000	13,865
Fleet Replacement	2018	250,000	213,035
		\$ 818,261	\$ 228,644
<b>Elections</b>			
Voting Machine Replacements	2017	\$ 220,000	\$ 220,000
Voting Machine Replacements	2018	220,000	220,000
		\$ 440,000	\$ 440,000

Authorized Capital Projects  
Open as of June 1, 2018

	CIP Year	Total Appropriations	Available Appropriations
<b>Emergency Services</b>			
Vehicle Locator System	2005	\$ 350,000	\$ 17,873
Uninterruptible Power Supply (UPS) Replacement - 911	2014	120,000	13,567
OES Land Purchase	2015	200,000	54,049
OES Tower Site Land Preparation	2015	200,000	13,743
Public Safety Communications System Upgrade	2016	2,000,000	513,843
Emergency Services Response Building	2018	75,000	20,446
Vehicle Replacement	2018	50,000	3,786
		<u>\$ 2,995,000</u>	<u>\$ 637,307</u>
<b>En-joie Golf Course</b>			
En-Joie SAM Grant Improvement Project	2018	\$ 350,000	\$ 350,000
		<u>\$ 350,000</u>	<u>\$ 350,000</u>
<b>Information Technology</b>			
Dark Fiber Installation	2016	1,175,000	175,000
Computer Equipment Replacement/Update	2016	1,000,000	146,516
Computer Equipment Replacement/Update	2017	1,000,000	316,280
Computer Equipment Replacement/Update	2018	950,000	869,690
		<u>\$ 4,125,000</u>	<u>\$ 1,507,486</u>
<b>Highways/Bridges</b>			
Hooper Rd Bridge Rehab - Construction	2014, 2015a	1,892,854	118,400
South Street Bridge Rehab - Construction	2014	1,400,000	336,787
River Rd. Bridge Rehab. (Construction)	2015	2,217,000	861,241
Bridge Structural Steel Cleaning/Painting	2016	1,385,000	419,462
County Bridge & Culvert Flag Repairs	2017	450,000	108,006
Old Route Bridge (BIN 3349850) Design	2017	283,000	128,272
Upper Lisle Rd. Bridge Design (BIN 3349680)	2017	79,000	21,888
Juneberry Rd. Bridge (BIN 3349740) Design	2017	290,000	175,102
Colesville Road Bridge- Design (BIN3360040)	2018	182,000	182,000
County Bridge & Culvert Repairs	2018	400,000	400,000
Nanticoke Drive and Twist Run Road Culvert Replcements-Design	2018	569,000	531,235
Old Route 17 Bridge Rehabilitation Design (BIN3349620)	2018	228,000	228,000
Upper Lisle Road Bridge Construction (BIN3349680)	2018	1,083,000	1,083,000
		<u>\$ 10,458,854</u>	<u>\$ 4,593,393</u>



Authorized Capital Projects  
Open as of June 1, 2018

	CIP Year	Total Appropriations	Available Appropriations
<b>Highways/Roads</b>			
Airport Rd Four Lane Road Rehab/Construction	2016, 2015a	8,700,000	1,899,574
Highway Reconstruction/Rehabilitation	2017, 2017a	3,347,055	150,467
Highway Reconstruction/Rehabilitation	2018	3,070,055	2,753,461
Farm to Market ADA Sidewalk Upgrades Construction	2018	501,000	501,000
		<u>\$ 15,618,110</u>	<u>\$ 5,304,502</u>
<b>Office of Management and Budget</b>			
Update Tax Receivable Database Project	2012	\$ 93,940	\$ 27,695
		<u>\$ 93,940</u>	<u>\$ 27,695</u>
<b>Parks &amp; Recreation</b>			
Farmers Market Construction	2014, 2015a, 2016a	\$ 1,982,340	\$ 49,022
Otsiningo Pond Loop Trail Project	2015	50,000	6,040
Parks Facilities Repairs & Renovations	2015	25,000	716
Parks Facilities Repair & Renovation	2016	85,000	3,560
Parks Surface Rehabilitation	2016	75,000	44,501
Otsiningo Stage Construction	2017	200,000	200,000
Parks Facility Repairs & Renovation	2017	75,000	75,000
Dorchester Gateway	2018	572,000	541,776
Parks Facilities Repairs & Renovations	2018	100,000	100,000
Parks Surface Rehabilitation	2018	138,000	138,000
Parks Vehicle Replacement	2018	75,000	75,000
		<u>\$ 3,377,340</u>	<u>\$ 1,233,615</u>
<b>Public Transportation</b>			
Purchase of Four (4) Clean Diesel Transit Buses	2017, 2017a	\$ 1,770,696	\$ 1,770,696
Purchase of 30 Bus Shelters	2017	315,000	315,000
Purchase of Four (4) Clean Diesel Transit Buses	2018	1,780,000	1,780,000
Purchase of Two (2) Cutaway Buses	2018	367,304	367,304
		<u>\$ 4,233,000</u>	<u>\$ 4,233,000</u>

Authorized Capital Projects  
Open as of June 1, 2018

	CIP Year	Total Appropriations	Available Appropriations
<b>Public Works</b>			
Petroleum Bulk Storage	2008	\$ 250,000	\$ 6,362
County Building Renovations	2014, 2014a, 2015a	454,800	2,588
Stormwater Infrastructure	2014	1,120,100	31,554
Resurface Public Safety Facility Parking Lot	2015	450,000	131,731
Public Safety Facility Electric	2017	200,000	19,735
County Regulatory/Environmental Compliance/Maintenance	2017	150,000	35,885
Watershed Site 9A Compliance Upgrade Design/Permit	2017	400,000	272,180
County Building Renovations	2017	150,000	644
Public Safety Facility Repairs/Renovation	2017	150,000	8,425
Systematic Roof Repairs at County Facilities	2017	400,000	215,527
County Regulatory/Environmental; Compliance/Maintenance	2018	125,000	125,000
County Building Renovations	2018	200,000	181,863
Roof Repairs of County Facilities	2018	250,000	250,000
Tripartite Facade Repair	2018	100,000	100,000
		\$ 4,399,900	\$ 1,381,494
<b>Road Machinery</b>			
Highway Equipment Replacement	2016	900,000	3,119
Highway Equipment Replacement	2017	960,000	103,979
Highway Equipment Replacement	2018	890,000	890,000
		\$ 2,750,000	\$ 997,098
<b>Sheriff</b>			
Conversion of Gym to Dormitory	2014	\$ 1,634,000	22,556
Sheriff Medical Addition	2014	4,142,000	58,103
Black Creek System Upgrade - Jail	2014	632,500	25,874
Road Patrol In-Car IT Upgrades	2015	100,000	10,048
Body Armor Vests	2017	78,000	23,512
Replace Civil Division System	2017	105,000	9,343
Vehicle Replacement	2017	225,000	23,893
Jail Radio Replacement	2018	50,000	50,000
In-Car Camera Replacement	2018	100,000	100,000
Vehicle Replacement	2018	225,000	123,047
		\$ 7,291,500	\$ 446,376

Authorized Capital Projects  
Open as of June 1, 2018

	CIP Year	Total Appropriations	Available Appropriations
<b>Solid Waste</b>			
Design & Construction Review Section IV Cells III & IV	2012	\$ 1,000,000	\$ 89,519
Landfill Groundwater Remediation Feasibility Study	2012	350,000	41,227
Landfill Excavation of Section IV, Cell III	2013	1,500,000	94,564
Landfill Final Plans & Bid Documents for Sect IV, Cells III % IV	2013, 2017a	400,000	52,300
Construction of Sewer Line	2014, 2015a	10,550,000	647,262
Landfill Gas Collection & Control System I	2014	2,500,000	1,930,853
Colesville Landfill Remediation	2015	100,000	12,659
Colesville Landfill Remediation	2016	100,000	100,000
Excavation of Section IV, Cell IV	2017, 2017a	1,500,000	226,044
Landfill Equipment	2017	500,000	500,000
Leachate Plant Modification	2017	450,000	450,000
Section V Plan & Permit Modification	2017	300,000	300,000
Colesville Landfill Remediation	2018	50,000	50,000
Section V Phase I Material Relocation Construction	2018	4,850,000	4,850,000
		\$ 24,150,000	\$ 9,344,428
<b>Willow Point Nursing Facility</b>			
WPNH Med Room Renovation	2005	\$ 150,000	\$ 118,020
New 380 Bed Facility	2006	55,933,113	55,455,184
Sprinkler System	2013, 2013a	1,600,000	207,004
WPNH Software Conversion	2014	60,000	39,387
Asphalt Concrete Resurfacing Project	2016	100,000	100,000
Betterments & Improvements	2016, 2016a	190,000	3,562
Roofing Replacement	2016	75,000	35,867
Therapy Room	2016	70,000	10,858
Asphalt Concrete Resurfacing Project	2017	90,000	90,000
HVAC Upgrades & Improvements	2017	500,000	39,320
Roofing Replacements	2017	400,000	400,000
Betterments & Improvements	2018	495,500	495,500
Exterior Façade & Entrance Repair Project	2018	150,000	150,000
HVAC Upgrades & Improvements	2018	250,000	250,000
Roofing Replacement	2018	400,000	400,000
		\$ 60,463,613	\$ 57,794,702

"a" signifies a budget amendment.

\* Pending legislative approval.

## Debt Statement Summary

Summary of Indebtedness, Debt Limit and Net Debt - Contracting Margin, as of 10/01/18

Five-Year Average Full Valuation		\$ 9,572,991,649
Debt Limit - 7% thereof		670,109,415
Bonds	39,755,000	
MBBA Bonds	28,330,000	
Bond Anticipation Notes	60,145,000	
Total Net Indebtedness Subject to Debt Limit		<u>128,230,000</u>
Net Debt-Contracting Margin		<u>\$ 541,879,415</u>
The percent of debt contracting power exhausted is		19.14%

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

	January 1 Begin Liab Prin Bal	Pay Date Principal Payment	Pay Date 1st Int Pay	Pay Date 2nd Int Pay	December 31 End Liab Prin Bal
2018					
2010 Issue (Matures 2021)					
		04/15	04/15	10/15	
Technology Initiative	\$ 8,963	\$ 2,806	\$ 224	\$ 154	\$ 6,157
Update Master Plan	1,478	463	37	25	1,015
Wales Building Renovation	28,336	8,871	708	487	19,465
Original Boiler Replacement Phase II	103,487	32,397	2,587	1,777	71,090
Feasibility Study	6,013	1,882	150	103	4,131
Energy Management Improvements	24,894	7,793	622	428	17,101
Roof Replacement Phase II	123,664	38,713	3,092	2,124	84,951
West Gym Bleachers	31,267	9,788	782	537	21,479
Roadway and Lot Upgrades	15,333	4,800	383	263	10,533
Roof Replacement III	57,924	18,133	1,448	995	39,791
Science Building	59,840	18,733	1,496	1,028	41,107
09 Alms Building Demo & Site Restoration	53,716	16,816	1,343	923	36,900
10 Direct Digital Control	40,086	12,549	1,002	688	27,537
10 Natural Gas Piping Replacement	50,107	15,686	1,253	861	34,422
Total 2010 Issue	\$ 605,108	\$ 189,430	\$ 15,127	\$ 10,393	\$ 415,678
2010 Issue (Matures 2025)					
		04/15	04/15	10/15	
Technology Initiative	\$ 17,429	\$ -	\$ 509	\$ 509	\$ 17,429
Update Master Plan	2,874	-	84	84	2,874
Wales Building Renovation	55,105	-	1,609	1,609	55,105
Original Boiler Replacement Phase II	201,256	-	5,876	5,876	201,256
Feasibility Study	11,693	-	341	341	11,693
Energy Management Improvements	48,411	-	1,413	1,413	48,411
Roof Replacement Phase II	240,493	-	7,021	7,021	240,493
West Gym Bleachers	60,805	-	1,775	1,775	60,805
Roadway and Lot Upgrades	29,818	-	871	871	29,818
Roof Replacement III	112,646	-	3,289	3,289	112,646
Science Building	116,372	-	3,397	3,397	116,372
09 Alms Building Demo & Site Restoration	104,461	-	3,050	3,050	104,461
10 Direct Digital Control	77,956	-	2,276	2,276	77,956
10 Natural Gas Piping Replacement	97,445	-	2,845	2,845	97,445
Total 2010 Issue	\$ 1,176,764	\$ -	\$ 34,356	\$ 34,356	\$ 1,176,764
2011 Refunding Issue (Matures 2019)					
		02/15	02/15	08/15	
Student Activities/Athletic Facility	\$ 575,153	\$ 283,250	\$ 8,273	\$ 4,379	\$ 291,903
Total 2011 Issue	\$ 575,153	\$ 283,250	\$ 8,273	\$ 4,379	\$ 291,903

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

	January 1 Begin Liab Prin Bal	Pay Date Principal Payment	Pay Date 1st Int Pay	Pay Date 2nd Int Pay	December 31 End Liab Prin Bal
2018 Continued					
2016 Issue (Matures 2035)		05/01	05/01	11/01	
Science Building	\$ 513,023	\$ 23,733	\$ 6,069	\$ 5,832	\$ 489,290
Wales Building Upgrades	140,890	6,518	1,667	1,602	134,372
Roofs Replacement IV	80,779	3,737	956	918	77,042
Total 2016 Issue	\$ 734,692	\$ 33,988	\$ 8,692	\$ 8,351	\$ 700,704
Total Serial Bonds	\$ 3,091,717	\$ 506,668	\$ 66,448	\$ 57,479	\$ 2,585,049
05/17 Bond Anticipation Note (Matures 05/18)		05/04	05/04		
Science Building	\$ 5,964,492	\$ 350,852	\$ 149,112	-	\$ 5,613,640
Roof Replacement III	17,628	2,204	441	-	15,424
Hazardous Materials	113,378	28,345	2,834	-	85,033
Wales Building Upgrades	1,126,397	56,320	28,160	-	1,070,077
Electrical Infrastructure	155,803	31,161	3,895	-	124,642
HVAC Upgrades/Replacement	208,798	41,760	5,220	-	167,038
Roofs Replacement IV	8,818	882	220	-	7,936
Water & Sewer Renovations/Upgrades	217,931	8,717	5,448	-	209,214
Sidewalks, Roadways, & Other Parking Lots	36,301	6,050	908	-	30,251
HVAC & Roof Critical Replacements	183,438	26,205	4,586	-	157,233
Master Plan Update	60,000	30,000	1,500	-	30,000
Music Suite Renovations	223,883	10,177	5,597	-	213,706
Downtown Campus Phase I	2,410,796	104,817	60,270	-	2,305,979
Electrical Infrastructure II	140,000	35,000	3,500	-	105,000
Simulated Clean Room and Equipment	803,000	57,357	20,075	-	745,643
Downtown Campus Phase II	2,588,000	103,520	64,700	-	2,484,480
Core Building Rehab Phase I	3,927,313	261,821	98,183	-	3,665,492
Geothermal Heating & Cooling	390,438	39,044	9,761	-	351,394
Total Bond Anticipation Notes	\$ 18,576,414	\$ 1,194,232	\$ 464,410	\$ -	\$ 17,382,182
Total Serial Bonds and Bond Anticipation Notes	\$ 21,668,131	\$ 1,700,900	\$ 530,858	\$ 57,479	\$ 19,967,231

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

	January 1 Begin Liab Prin Bal	Pay Date Principal Payment	Pay Date 1st Int Pay	Pay Date 2nd Int Pay	December 31 End Liab Prin Bal
2019					
2010 Issue (Matures 2021)		04/15	04/15	10/15	
Technology Initiative	\$ 6,157	\$ 2,947	\$ 154	\$ 80	\$ 3,210
Update Master Plan	1,015	486	25	13	529
Wales Building Renovation	19,465	9,318	487	254	10,147
Original Boiler Replacement Phase II	71,090	34,031	1,777	926	37,059
Feasibility Study	4,131	1,978	103	54	2,153
Energy Management Improvements	17,101	8,186	428	223	8,915
Roof Replacement Phase II	84,951	40,666	2,124	1,107	44,285
West Gym Bleachers	21,479	10,282	537	280	11,197
Roadway and Lot Upgrades	10,533	5,042	263	137	5,491
Roof Replacement III	39,791	19,048	995	519	20,743
Science Building	41,107	19,678	1,028	536	21,429
09 Alms Building Demo & Site Restoration	36,900	17,664	923	481	19,236
10 Direct Digital Control	27,537	13,182	688	359	14,355
10 Natural Gas Piping Replacement	34,421	16,477	861	449	17,945
Total 2010 Issue	\$ 415,678	\$ 198,985	\$ 10,393	\$ 5,418	\$ 216,693
2010 Issue (Matures 2025)		04/15	04/15	10/15	
Technology Initiative	\$ 17,429	\$ -	\$ 509	\$ 509	\$ 17,429
Update Master Plan	2,874	-	84	84	2,874
Wales Building Renovation	55,105	-	1,609	1,609	55,105
Original Boiler Replacement Phase II	201,256	-	5,876	5,876	201,256
Feasibility Study	11,693	-	341	341	11,693
Energy Management Improvements	48,411	-	1,413	1,413	48,411
Roof Replacement Phase II	240,493	-	7,021	7,021	240,493
West Gym Bleachers	60,805	-	1,775	1,775	60,805
Roadway and Lot Upgrades	29,818	-	871	871	29,818
Roof Replacement III	112,646	-	3,289	3,289	112,646
Science Building	116,372	-	3,397	3,397	116,372
09 Alms Building Demo & Site Restoration	104,461	-	3,050	3,050	104,461
10 Direct Digital Control	77,956	-	2,276	2,276	77,956
10 Natural Gas Piping Replacement	97,445	-	2,845	2,845	97,445
Total 2010 Issue	\$ 1,176,764	\$ -	\$ 34,356	\$ 34,356	\$ 1,176,764
2011 Refunding Issue (Matures 2019)		02/15	02/15	08/15	
Student Activities/Athletic Facility	\$ 291,903	\$ 291,903	\$ 4,379	\$ -	\$ -
Total 2011 Issue	\$ 291,903	\$ 291,903	\$ 4,379	\$ -	\$ -

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

	January 1 Begin Liab Prin Bal	Pay Date Principal Payment	Pay Date 1st Int Pay	Pay Date 2nd Int Pay	December 31 End Liab Prin Bal
2019 Continued					
2016 Issue (Matures 2035)					
		05/01	05/01	11/01	
Science Building	\$ 489,290	\$ 24,093	\$ 5,832	\$ 5,591	\$ 465,197
Wales Building Upgrades	134,372	6,617	1,602	1,535	127,755
Roofs Replacement IV	77,042	3,794	918	880	73,248
Total 2016 Issue	\$ 700,704	\$ 34,504	\$ 8,352	\$ 8,006	\$ 666,200
2018 Issue (Matures 2031)					
		05/01	05/01	11/01	
Science Building	\$ 5,576,970	\$ 290,208	\$ 166,380	\$ 79,301	\$ 5,286,762
Hazardous Materials	44,433	2,312	1,326	632	42,121
Wales Building Upgrades	1,070,077	55,684	31,924	15,216	1,014,393
Electrical Infrastructure	19,642	1,022	586	279	18,620
HVAC Upgrades/Replacement	68,138	3,546	2,033	969	64,592
Water & Sewer Renovations/Upgrades	146,214	7,609	4,362	2,079	138,605
Sidewalks, Roadways, & Other Parking Lots	20,736	1,079	619	295	19,657
HVAC & Roof Critical Replacements	106,833	5,559	3,187	1,519	101,274
Total 2018 Issue	\$ 7,053,043	\$ 367,019	\$ 210,417	\$ 100,290	\$ 6,686,024
Total Serial Bonds	\$ 9,638,092	\$ 892,411	\$ 267,897	\$ 148,070	\$ 8,745,681



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

	January 1 Begin Liab Prin Bal	Pay Date Principal Payment	Pay Date 1st Int Pay	Pay Date 2nd Int Pay	December 31 End Liab Prin Bal
05/18 Bond Anticipation Note (Matures 05/19)		05/03	05/03		
Roof Replacement III	\$ 15,424	\$ 2,203	\$ 463	-	\$ 13,221
Hazardous Materials	40,600	13,533	1,218	-	27,067
Electrical Infrastructure	105,000	26,250	3,150	-	78,750
HVAC Upgrades/Replacement	78,000	19,500	2,340	-	58,500
Roofs Replacement IV	7,936	882	238	-	7,054
Water & Sewer Renovations/Upgrades	63,000	2,625	1,890	-	60,375
Sidewalks, Roadways, & Other Parking Lots	150,006	30,001	4,500	-	120,005
HVAC & Roof Critical Replacements	45,200	7,533	1,356	-	37,667
Master Plan Update	37,566	37,566	1,127	-	-
Downtown Campus Phase II	9,453,338	393,889	283,600	-	9,059,449
Critical Core Campus Rehabilitation	900,000	60,000	27,000	-	840,000
Total Bond Anticipation Notes	<u>\$ 10,896,070</u>	<u>\$ 593,982</u>	<u>\$ 326,882</u>	<u>\$ -</u>	<u>\$ 10,302,088</u>
Total Serial Bonds and Bond Anticipation Notes	<u>\$ 20,534,162</u>	<u>\$ 1,486,393</u>	<u>\$ 594,779</u>	<u>\$ 148,070</u>	<u>\$ 19,047,769</u>

\* Principal payment is comprised of budgeted principal payments, plus unbudgeted paydowns, plus remaining BAN proceeds reissued as serial bonds.

Community College Debt Liability and Payment Schedule  
By Fiscal Year, Issue and Project

BCC Fiscal Year: September 1 - August 31

	September 1		Pay Date		August 31
	Begin Liab Prin Bal	Pay Date 1st Int Pay	Principal Payment	Pay Date 2nd Int Pay	End Liab Prin Bal
2017-2018					
		10/15	04/15	04/15	
2010 Issue (Matures 2021)					
Technology Initiative	\$ 8,963	\$ 224	\$ 2,806	\$ 224	\$ 6,157
Update Master Plan	1,478	37	463	37	1,015
Wales Building Renovation	28,336	708	8,871	708	19,465
Original Boiler Replacement Phase II	103,487	2,587	32,397	2,587	71,090
Feasibility Study	6,013	150	1,882	150	4,131
Energy Management Improvements	24,894	622	7,793	622	17,101
Roof Replacement Phase II	123,664	3,092	38,713	3,092	84,951
West Gym Bleachers	31,267	782	9,788	782	21,479
Roadway and Lot Upgrades	15,333	383	4,800	383	10,533
Roof Replacement III	57,924	1,448	18,133	1,448	39,791
Science Building	59,840	1,496	18,733	1,496	41,107
09 Alms Building Demo & Site Restorati	53,716	1,343	16,816	1,343	36,900
10 Direct Digital Control	40,086	1,002	12,549	1,002	27,537
10 Natural Gas Piping Replacement	50,107	1,253	15,686	1,253	34,421
Total 2010 Issue	\$ 605,108	\$ 15,127	\$ 189,430	\$ 15,127	\$ 415,678
		10/15	04/15	04/15	
2010 Issue (Matures 2025)					
Technology Initiative	\$ 17,429	\$ 509	\$ -	\$ 509	\$ 17,429
Update Master Plan	2,874	84	-	84	2,874
Wales Building Renovation	55,105	1,609	-	1,609	55,105
Original Boiler Replacement Phase II	201,256	5,876	-	5,876	201,256
Feasibility Study	11,693	341	-	341	11,693
Energy Management Improvements	48,411	1,413	-	1,413	48,411
Roof Replacement Phase II	240,493	7,021	-	7,021	240,493
West Gym Bleachers	60,805	1,775	-	1,775	60,805
Roadway and Lot Upgrades	29,818	871	-	871	29,818
Roof Replacement III	112,646	3,289	-	3,289	112,646
Science Building	116,372	3,397	-	3,397	116,372
09 Alms Building Demo & Site Restorati	104,461	3,050	-	3,050	104,461
10 Direct Digital Control	77,956	2,276	-	2,276	77,956
10 Natural Gas Piping Replacement	97,445	2,845	-	2,845	97,446
Total 2010 Issue	\$ 1,176,764	\$ 34,356	\$ -	\$ 34,356	\$ 1,176,764
		02/15	02/15	08/15	
2011 Refunding Issue (Matures 2019)					
Student Activities/Athletic Facility	\$ 575,153	\$ 8,273	\$ 283,250	\$ 4,379	\$ 291,903
Total 2011 Issue	\$ 575,153	\$ 8,273	\$ 283,250	\$ 4,379	\$ 291,903

Community College Debt Liability and Payment Schedule  
By Fiscal Year, Issue and Project

BCC Fiscal Year: September 1 - August 31

	September 1		Pay Date		August 31
	Begin Liab Prin Bal	Pay Date 1st Int Pay	Principal Payment	Pay Date 2nd Int Pay	End Liab Prin Bal
2017-2018 Continued		11/01	05/01	05/01	
2016 Issue (Matures 2035)					
Science Building	\$ 513,023	\$ 6,069	\$ 23,733	\$ 6,069	\$ 489,290
Wales Building Upgrades	140,890	1,667	6,518	1,667	134,372
Roofs Replacement IV	80,779	956	3,737	956	77,042
Total 2016 Issue	<u>\$ 734,692</u>	<u>\$ 8,692</u>	<u>\$ 33,988</u>	<u>\$ 8,692</u>	<u>\$ 700,704</u>
2018 Issue (Matures 2031)		11/01	05/01	05/01	
Science Building	\$ -	\$ -	\$ -	\$ -	\$ 5,576,970
Hazardous Materials	-	-	-	-	44,433
Wales Building Upgrades	-	-	-	-	1,070,077
Electrical Infrastructure	-	-	-	-	19,642
HVAC Upgrades/Replacement	-	-	-	-	68,138
Water & Sewer Renovations/Upgrades	-	-	-	-	146,214
Sidewalks, Roadways, & Other Parking Lo	-	-	-	-	20,736
HVAC & Roof Critical Replacements	-	-	-	-	106,833
Total 2018 Issue	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,053,043</u>
Total Serial Bonds	<u>\$ 3,091,717</u>	<u>\$ 66,448</u>	<u>\$ 506,668</u>	<u>\$ 62,554</u>	<u>\$ 9,638,092</u>
05/17 Bond Anticipation Note (Matures 05/18) *			05/04	05/04	
Science Building	\$ 5,964,492		\$ 350,852	\$ 149,112	\$ 5,613,640
Roof Replacement III	17,628		2,204	441	15,424
Hazardous Materials	113,378		28,345	2,834	85,033
Wales Building Upgrades	1,126,397		56,320	28,160	1,070,077
Electrical Infrastructure	155,803		31,161	3,895	124,642
HVAC Upgrades/Replacement	208,798		41,760	5,220	167,038
Roofs Replacement IV	8,818		882	220	7,936
Water & Sewer Renovations/Upgrades	217,931		8,717	5,448	209,214
Sidewalks, Roadways, & Other Parking Lo	36,301		6,050	908	30,251
HVAC & Roof Critical Replacements	183,438		26,205	4,586	157,233
Master Plan Update	60,000		30,000	1,500	30,000
Music Suite Renovations	223,883		10,177	5,597	213,706
Downtown Campus Phase I	2,410,796		104,817	60,270	2,305,979
Electrical Infrastructure II	140,000		35,000	3,500	105,000
Simulated Clean Room and Equipment	803,000		57,357	20,075	745,643
Downtown Campus Phase II	2,588,000		103,520	64,700	2,484,480
Core Building Rehab Phase I	3,927,313		261,821	98,183	3,665,492
Geothermal Heating & Cooling	390,438		39,044	9,761	351,394
Total Bond Anticipation Notes	<u>\$ 18,576,414</u>	<u>\$ -</u>	<u>\$ 1,194,232</u>	<u>\$ 464,410</u>	<u>\$ 17,382,182</u>
Anticipation Notes	<u>\$ 21,668,131</u>	<u>\$ 66,448</u>	<u>\$ 1,700,900</u>	<u>\$ 526,964</u>	<u>\$ 27,020,274</u>

\*May 2017 BAN amounts represent current short-term borrowing.

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

Community College Debt Liability and Payment Schedule  
By Fiscal Year, Issue and Project

BCC Fiscal Year: September 1 - August 31

	September 1	Pay Date			August 31
	Begin Liab Prin Bal	Pay Date 1st Int Pay	Principal Payment	Pay Date 2nd Int Pay	End Liab Prin Bal
2018-2019					
		10/15	04/15	04/15	
2010 Issue (Matures 2021)					
Technology Initiative	\$ 6,157	\$ 154	\$ 2,947	\$ 154	\$ 3,210
Update Master Plan	1,015	25	486	25	529
Wales Building Renovation	19,465	487	9,318	487	10,147
Original Boiler Replacement Phase II	71,090	1,777	34,031	1,777	37,059
Feasibility Study	4,131	103	1,978	103	2,153
Energy Management Improvements	17,101	428	8,186	428	8,915
Roof Replacement Phase II	84,951	2,124	40,666	2,124	44,285
West Gym Bleachers	21,479	537	10,282	537	11,197
Roadway and Lot Upgrades	10,533	263	5,042	263	5,491
Roof Replacement III	39,791	995	19,048	995	20,743
Science Building	41,107	1,028	19,678	1,028	21,429
09 Alms Building Demo & Site Restoratio	36,900	923	17,664	923	19,236
10 Direct Digital Control	27,537	688	13,182	688	14,355
10 Natural Gas Piping Replacement	34,421	861	16,477	861	17,944
Total 2010 Issue	\$ 415,678	\$ 10,393	\$ 198,985	\$ 10,393	\$ 216,693
		10/15	04/15	04/15	
2010 Issue (Matures 2025)					
Technology Initiative	\$ 17,429	\$ 509	\$ -	\$ 509	\$ 17,429
Update Master Plan	2,874	84	-	84	2,874
Wales Building Renovation	55,105	1,609	-	1,609	55,105
Original Boiler Replacement Phase II	201,256	5,876	-	5,876	201,256
Feasibility Study	11,693	341	-	341	11,693
Energy Management Improvements	48,411	1,413	-	1,413	48,411
Roof Replacement Phase II	240,493	7,021	-	7,021	240,493
West Gym Bleachers	60,805	1,775	-	1,775	60,805
Roadway and Lot Upgrades	29,818	871	-	871	29,818
Roof Replacement III	112,646	3,289	-	3,289	112,646
Science Building	116,372	3,397	-	3,397	116,372
09 Alms Building Demo & Site Restoratio	104,461	3,050	-	3,050	104,461
10 Direct Digital Control	77,956	2,276	-	2,276	77,956
10 Natural Gas Piping Replacement	97,445	2,845	-	2,845	97,446
Total 2010 Issue	\$ 1,176,764	\$ 34,356	\$ -	\$ 34,356	\$ 1,176,764

Community College Debt Liability and Payment Schedule  
By Fiscal Year, Issue and Project

BCC Fiscal Year: September 1 - August 31

	September 1 Begin Liab Prin Bal	Pay Date 1st Int Pay	Pay Date Principal Payment	Pay Date 2nd Int Pay	August 31 End Liab Prin Bal
2018-2019 Continued					
		02/15	02/15	08/15	
2011 Refunding Issue (Matures 2019)					
Student Activities/Athletic Facility	\$ 291,903	\$ 4,379	\$ 291,903	\$ -	\$ -
Total 2011 Issue	\$ 291,903	\$ 4,379	\$ 291,903	\$ -	\$ -
		11/01	05/01	05/01	
2016 Issue (Matures 2035)					
Science Building	\$ 513,023	\$ 6,069	\$ 23,733	\$ 6,069	\$ 489,290
Wales Building Upgrades	140,890	1,667	6,518	1,667	134,372
Roofs Replacement IV	80,779	956	3,737	956	77,042
Total 2016 Issue	\$ 734,692	\$ 8,692	\$ 33,988	\$ 8,692	\$ 700,704
		11/01	05/01	05/01	
2018 Issue (Matures 2031)					
Science Building	\$ 5,576,970	\$ -	\$ 290,208	\$ 166,380	\$ 5,286,762
Hazardous Materials	44,433	-	2,312	1,326	42,121
Wales Building Upgrades	1,070,077	-	55,684	31,924	1,014,393
Electrical Infrastructure	19,642	-	1,022	586	18,620
HVAC Upgrades/Replacement	68,138	-	3,546	2,033	64,592
Water & Sewer Renovations/Upgrades	146,214	-	7,609	4,362	138,605
Sidewalks, Roadways, & Other Parking Lo	20,736	-	1,079	619	19,657
HVAC & Roof Critical Replacements	106,833	-	5,559	3,187	101,274
Total 2018 Issue	\$ 7,053,043	\$ -	\$ 367,019	\$ 210,417	\$ 6,686,024
Total Serial Bonds	\$ 9,672,080	\$ 57,820	\$ 891,895	\$ 263,858	\$ 8,780,185
05/18 Bond Anticipation Note (Matures 05/19) *			05/03	05/03	
Roof Replacement III	\$ 15,424		\$ 2,203	\$ 463	\$ 13,221
Hazardous Materials	40,600		13,533	1,218	27,067
Electrical Infrastructure	105,000		26,250	3,150	78,750
HVAC Upgrades/Replacement	78,000		19,500	2,340	58,500
Roofs Replacement IV	7,936		882	238	7,054
Water & Sewer Renovations/Upgrades	63,000		2,625	1,890	60,375
Sidewalks, Roadways, & Other Parking Lo	150,006		30,001	4,500	120,005
HVAC & Roof Critical Replacements	45,200		7,533	1,356	37,667
Master Plan Update	37,566		37,566	1,127	-
Downtown Campus Phase II	9,453,338		393,889	283,600	9,059,449
Critical Core Campus Rehabilitation	900,000		60,000	27,000	840,000
Total Bond Anticipation Notes	\$ 10,896,070	\$ -	\$ 593,982	\$ 326,882	\$ 10,302,088
Total Serial Bonds and Bond Anticipation Notes	\$ 20,568,150	\$ 57,820	\$ 1,485,877	\$ 590,740	\$ 19,082,273

\*May 2018 BAN amounts represent current short-term borrowing.  
There is no estimate made of additional need for borrowing, for these or other projects.

Statement of Community College  
Authorized and Unborrowed Debt  
For Community College projects open as of June 1, 2018

Serial Bonds and Bond Anticipation Notes

	Authorizing Resolution	Total Debt Authorized	Debt Unborrowed
Science Building	08-744, 11-543	\$ 21,942,696	\$ 918,935
Electrical Infrastructure	11-549	500,000	46,014
HVAC Upgrades/Replacement	11-549	700,000	9,544
Sidewalks, Roadways & Other Parking Lots	12-568	500,000	123,745
HVAC & Roof Critical Replacements	13-570	500,000	3,000
Music Suite Renovations	13-569	500,000	272,589
Electrical Infrastructure II	14-558	350,000	280,000
Simulated Clean Room and Equipment	14-558	2,813,000	2,269,472
Downtown Campus Phase II	15-403, 17-536	19,800,000	9,340,239
Core Building Rehab Phase I	17-116	7,300,000	2,908,003
Geothermal Heating & Cooling	16-425, *	905,688	576,644
Critical Core Campus Rehabilitation	17-389	2,800,000	1,799,585
		<u>\$ 58,611,384</u>	<u>\$ 18,547,770</u>

\* Pending legislative approval.

Community College Authorized Capital Projects  
Open as of June 1, 2018

	CIP Year	Total Appropriations	Available Appropriations as of 06/01/18
Energy Management Improvements	2008	207,000	2,190
Science Building	2009	21,942,696	1,043,991
Direct Digital Control	2010	465,000	5,080
Electrical Infrastructure	2012	500,000	40,647
HVAC Upgrades/Replacement	2012	700,000	19,087
Sidewalk, Roadways & Parks	2013	500,000	246,002
Student Center Improvements	2013	610,000	1,535
Music Suite Renovations	2013	500,000	467,766
HVAC & Roof Critical Replacements	2014	500,000	6,001
Electrical Infrastructure II	2015	350,000	350,000
Simulated Clean Room and Equipment	2015	2,813,000	2,161,627
Downtown Campus Phase II	2016	19,800,000	13,839,138
Core Building Rehab Phase I	2016	7,300,000	1,200,750
Geothermal Heating & Cooling	2017	905,688	274,769
Critical Core Campus Rehabilitation	2018	2,800,000	2,296,196
Total		<u>\$ 59,893,384</u>	<u>\$ 21,954,779</u>

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## Supplementary Information

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		Public Transportation	
		Public Defender	
		Library	

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## Personnel Changes

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## 2019 Recommended Personnel Changes

No.	Department	Dept Code	Account	No.	Title	Grade Union	Action	Reason	Cost
1	Aviation	28010005	6001000	1	Airport Custodial Worker	7 CSEA	Abolish unfunded	Efficiencies	-
2	Clerk	04010001	6001000	1	Office Manager	16 Admin	Upgrade from Secretary to County Clerk 14 Admin	Efficiencies	1,621
3	Clerk	04020001	6001000	1	Deputy County Clerk (40)	17 Admin	Transfer from County Clerk 04010001	Efficiencies	-
4	Clerk	04020001	6001001	2	Motor Vehicle Clerk Part Time	8 CSEA	Create	Efficiencies	31,913
5	District Attorney	06000001	6001000	1	Senior Assistant District Attorney	AT-3	Create	Efficiencies	121,498
6	District Attorney	06000001	6001000	1	Assistant District Attorney II	AT-2	Create	Efficiencies	84,127
7	District Attorney	06000001	6001000	1	Secretary to the DA	14 Admin	Upgrade from Keyboard Specialist	Efficiencies	10,723
8	Elections	07000001	6001000	2	Voter Services Specialist	12 CSEA	Full Time from Part Time	Efficiencies	37,580
9	Elections	07000001	6001001	2	Voter Services Specialist	12 CSEA	Create	Efficiencies	19,218
10	Emergency Services	20010003	6001000	2	Emergency Services Dispatcher I	12 CSEA	Create	Efficiencies	97,596
11	Emergency Services	20010003	6001001	1	Account Clerk Part Time	7 CSEA	Create	Efficiencies	-
12	Emergency Services	20040003	6001000	1	Emergency Medical Services Officer	11 CSEA	Full Time from Part Time	Efficiencies	11,255
13	Executive	05000001	6001000	2	Exec Asst To County Executive	23 Admin	Upgrade from 22 Admin	Efficiencies	9,526
14	Executive	05000001	6001000	1	Secretary To Deputy Co Exec	15 Admin	Upgrade from 14 Admin	Efficiencies	1,059
15	Executive	05000001	6001000	1	Admin Asst To The Co Exec	13 Admin	Upgrade from 12 Admin	Efficiencies	787
16	Executive	05000001	6001002	1	Admin Asst To The Co Exec Temporary	13 Admin	Upgrade from 12 Admin	Efficiencies	1,918
17	Health	25010004	6001001	1	Secretary Part Time	13 CSEA	Unfund	Efficiencies	(26,097)
18	Health	25020004	6001000	1	Nurse Practitioner	27 CSEA	Unfund	Efficiencies	(88,672)
19	Health	25020004	6001000	1	Patient Account Representative	8 CSEA	Unfund	Efficiencies	(39,846)
20	Health	25020004	6001000	1	Patient Account Representative	8 CSEA	Unfund	Efficiencies	(39,846)
21	Health	25060004	6001000	1	Public Health Nurse	17 CSEA	Unfund	Efficiencies	(56,955)
22	Health	25060004	6001001	1	Keyboard Specialist Part Time	8 CSEA	Abolish unfunded	Efficiencies	-
23	Information Technology	10020001	6001000	1	IT Contract Coordinator	16 CSEA	IT Contract Contractor increase from 13 CSEA	Efficiencies	1,775
24	Information Technology	10020001	6001000	1	Data Communications Technician	20 CSEA	Upgrade from 18 CSEA	Efficiencies	5,367
25	Legislature	12010001	6001000	1	Clerk of the County Legislature	F Admin	Upgrade from E Admin	Efficiencies	5,141
26	Legislature	12020001	6001000	2	Legislative Assistant	23 Admin	Change from 37.5 hours to 40 hours	Efficiencies	9,212
27	Mental Health	26000004	6001000	1	Mental Health Program Coordinator (40)	24 BAPA	Upgrade from 23 BAPA	Efficiencies	-
28	Parks, Recreation and Youth Services	43030008	6001000	1	Assistant Park Manager	AFSCME	Upgrade from Assistant Recreation Facility Manager 16 CSEA	Efficiencies	6,454
29	Personnel	13000001	6001000	1	Secretary to Personnel Officer	14 Admin	Abolish	Efficiencies	(73,381)
30	Personnel	13000001	6001000	1	Personnel Assistant	11 Admin	Create	Efficiencies	63,017
31	Personnel	13000001	6001001	1	Clerk Part Time	7 Admin	Re fund	Efficiencies	13,127
32	Probation	21010003	6001000	1	Probation Supervisor	21 BAPA	Create 1/2 year	Raise the Age	-
33	Probation	21010003	6001000	1	Probation Officer/Trainee	17/16 CSEA	Create 17 days	Raise the Age	-
34	Probation	21010003	6001000	1	Probation Officer/Trainee	17/16 CSEA	Create	Raise the Age	-
35	Probation	21010003	6001000	1	Probation Officer/Trainee	17/16 CSEA	Create	Raise the Age	-
36	Probation	21010003	6001000	1	Probation Officer/Trainee	17/16 CSEA	Create 1/2 year	Raise the Age	-
37	Public Works	15010001	6001000	1	Principal Account Clerk	13 CSEA	Transfer from the Office of Management and Budget	Efficiencies	-
38	Public Works Engineering	15030001	6001000	1	Assistant Engineer	17 CSEA	Create	Efficiencies	56,442
39	Public Works Engineering	15030001	6001000	1	Engineer I	21 CSEA	Abolish unfunded position	Efficiencies	-
40	Real Property Tax Services	17000001	6001000	1	Real Property Tax Service Aide	10 CSEA	Upgrade from Senior Clerk CSEA 08	Efficiencies	(1,155)
41	Security	22000203	6001000	1	Security Officer II Emergency Management Associate	12 CSEA	Create	Efficiencies	30,296
42	Sheriff	23010003	6001000	4	Corrections Officer	AFSCME	Create	Efficiencies	272,276
43	Sheriff	23020403	6001000	1	Secretary to Sheriff	14 Admin	Upgrade to Admin 23	Efficiencies	15,589
44	Social Services	35010006	6001000	1	Accounting Supervisor Grade A	21 BAPA	Upgrade from Senior Accountant 18 BAPA	Efficiencies	1,488
45	Social Services	35020006	6001000	1	Custodial Worker	AFSCME	Create	Efficiencies	14,119
46	Social Services	35030006	6001000	1	Job Coach	10 CSEA	Create	Efficiencies	14,302
47	Social Services	35050006	6001000	1	Case Supervisor Grade B	20 CSEA	Create	Raise the Age	-
48	Social Services	35050006	6001000	1	Senior Caseworker	18 CSEA	Create	Raise the Age	-
49	Social Services	35050006	6001000	2	Caseworker/Trainee	16/14 CSEA	Create	Raise the Age	-
50	Social Services	35050006	6001000	1	Senior Social Services Examiner	13 CSEA	Upgrade from Social Services Examiner 13 CSEA	Efficiencies	765
51	Social Services	35060006	6001000	1	Systems Analyst	24 BAPA	Change from Part Time	Efficiencies	374
52	Veterans Services	36000006	6001001	1	Senior Clerk Part Time	8 CSEA	Downgrade from Veterans Service Assistant Part Time	Efficiencies	-
53	Veterans Services	36000006	6001001	1	Veterans Service Assistant Part Time	11 CSEA	Abolish	Efficiencies	-
54	Willow Point Nursing Home	27010104	6001000	1	Senior RPN	22 CSEA	Abolish	Efficiencies	(100,000)
55	Willow Point Nursing Home	27010104	6001000	1	Supervising Nurse i/II	21/22 BAPA	Create	Efficiencies	88,820
56	Willow Point Nursing Home	27010304	6001000	1	Senior Billing Specialist	13 CSEA	Unfund	Efficiencies	(59,755)
57	Willow Point Nursing Home	27010304	6001000	1	Principal Billing Specialist	15 CSEA	Create	Efficiencies	65,332
58	Willow Point Nursing Home	27010304	6001000	2	Billing Specialist	9 CSEA	Unfund	Efficiencies	(93,736)
59	Willow Point Nursing Home	27010304	6001000	2	Senior Billing Specialists	13 CSEA	Create	Efficiencies	98,057

## 2019 Recommended Personnel Changes

60	Willow Point Nursing Home	27010304	6001000	1 Accountant	16 CSEA	Unfund	Efficiencies	(76,817)
61	Willow Point Nursing Home	27030404	6001001	1 Maintenance Worker Part Time	7 CSEA	Abolish	Efficiencies	(15,081)
62	Willow Point Nursing Home	27030404	6001000	1 Maintenance Worker Full Time	7 CSEA	Create	Efficiencies	43,887
63	Willow Point Nursing Home	27060204	6001000	1 Certified Nurse Aide Instructor	22 BAPA	Create	Efficiencies	85,884
64	Willow Point Nursing Home	27060204	6001000	2 Supervising Nurse II/I Part Time	21/22 BAPA	Abolish	Efficiencies	(89,245)
65	Willow Point Nursing Home	27060304	6001000	113 Certified Nursing Assistant Full Time	7 CSEA	Upgrade from 6 CSEA	Efficiencies	( 122,312
66	Willow Point Nursing Home	27060304	6001001	33 Certified Nursing Assistant Part Time	7 CSEA	Upgrade from 6 CSEA	Efficiencies	
67	Willow Point Nursing Home	27060304	6001002	13 Certified Nursing Assistant Temporary	7 CSEA	Upgrade from 6 CSEA	Efficiencies	
68	Willow Point Nursing Home	27060304	6001000	1 Certified Nursing Assistant Full Time	7 CSEA	Abolish	Efficiencies	(44,042)
69	Willow Point Nursing Home	27060304	6001001	1 Registered Professional Nurse Part Time	21 CSEA	Abolish	Efficiencies	(41,173)
70	Willow Point Nursing Home	27070304	6001001	1 Social Worker Assistant Part Time	14 CSEA	Abolish	Efficiencies	(26,547)
71	Willow Point Nursing Home	27070304	6001000	1 Social Worker Assistant Full Time	14 CSEA	Abolish	Efficiencies	(50,330)
72	Willow Point Nursing Home	27070304	6001000	1 Discharge Planner	14 BAPA	Create	Efficiencies	56,477
								576,657

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## Personnel Summary

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Summary of Authorized Positions by Department  
Full-time and Part-time

2017 Actuals		Current Through 7/5/2018		2019 Requested		2019 Recommended	
Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time

<u>General Fund</u>								
Legislature	5	15	5	15	5	15	5	15
County Executive	7	0	7	0	7	0	7	0
County Clerk	25	7	25	7	26	9	25	9
District Attorney	30	1	34	1	36	1	36	1
Audit and Control	9	1	9	1	9	1	9	1
Coroners	0	4	0	4	0	4	0	4
Elections	6	4	6	4	8	4	8	4
Office of Management and Budget	15	0	14	0	13	0	13	0
Information Technology	30	2	30	2	31	2	30	2
Law(County Attorney)	21	0	22	0	22	0	22	0
Personnel	10	1	10	1	10	1	10	1
Public Defender	21	0	21	0	21	0	21	0
Public Works(including Security)	92	0	91	0	94	0	93	0
Purchasing	3	0	3	0	3	0	3	0
Real Property Tax Services	10	0	10	0	10	0	10	0
Sheriff	249	3	253	4	262	4	257	4
Emergency Services	50	1	51	1	54	1	54	1
Probation	44	0	45	0	50	0	50	0
STOP DWI	2	0	2	0	2	0	2	0
Health	45	20	45	20	45	19	45	19
Mental Health	3	0	3	0	3	0	3	0
Office for the Aging	6	2	5	2	5	2	5	2
Social Services	280	3	283	2	290	1	290	1
Veterans Services	2	3	2	3	2	2	2	2
Planning and Economic Development	9	0	9	0	9	0	9	0
Parks, Recreation and Youth Services	19	0	19	0	20	0	19	0
General Fund Total	993	67	1004	67	1,037	66	1028	66

Summary of Authorized Positions by Department  
Full-time and Part-time

2017 Actuals		Current Through 7/5/2018		2019 Requested		2019 Recommended	
Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time

Enterprise Fund Type

Aviation	20	2	20	2	19	2	19	2
Public Transportation(Transit)	69	25	71	26	71	26	71	26
Solid Waste Management	22	0	23	0	23	0	23	0
Willow Point Nursing Home	270	99	271	98	275	93	275	93
Enterprise Fund Type Total	<u>381</u>	<u>126</u>	<u>385</u>	<u>126</u>	<u>388</u>	<u>121</u>	<u>388</u>	<u>121</u>

Internal Service Fund Type

Central Food and Nutrition Services	2	0	0	0	0	0	0	0
Fleet Management	3	0	3	0	3	0	3	0
Risk & Insurance	6	0	6	0	6	0	6	0
Internal Services Fund Type Total	<u>11</u>	<u>0</u>	<u>9</u>	<u>0</u>	<u>9</u>	<u>0</u>	<u>9</u>	<u>0</u>

Special Revenue Fund Type

Library	14	10	14	10	14	10	14	10
County Highway	69	0	69	0	69	0	69	0
Floyd L. Maines Veterans' Memorial Arena	5	2	5	2	5	2	5	2
Enjoie Golf Course	3	0	4	0	4	0	4	0
Special Revenue Fund Type Total	<u>91</u>	<u>12</u>	<u>92</u>	<u>12</u>	<u>92</u>	<u>12</u>	<u>92</u>	<u>12</u>

Total Positions - Full-time Part-time by Year	<u>1,476</u>	<u>205</u>	<u>1,490</u>	<u>205</u>	<u>1,526</u>	<u>199</u>	<u>1,517</u>	<u>199</u>
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Total Positions by Year	<u>1,681</u>	<u>1,695</u>	<u>1,725</u>	<u>1,716</u>
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## Financial Summaries

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# Broome County Government

## Appropriation by Character

Report: BP060  
 Type: EXPENSE  
 Budget Yr: 2019

Character	Character Title	2017 Actuals	2018 Budget	2018 Actuals as of 9/3/2018	2019 Budget Requested	2019 Budget Recommended
0000010	Personnel Service	80,830,019	81,616,829	48,464,048	84,187,305	83,653,501
0000020	Equipment and Capital Outlay	142,913	582,419	628,947	962,238	842,238
0000040	Contractual Expenditures	309,716,793	210,534,296	131,910,840	215,266,554	213,580,141
0000041	Chargeback Expenses	15,725,420	15,221,609	7,027,783	15,832,892	15,786,327
0000042	Depreciation	11,341,787	0	353,868	0	0
0000060	Principal on Indebtedness	9,334,226	13,724,328	10,198,758	14,215,040	14,215,040
0000070	Interest on Indebtedness	3,698,551	4,164,819	2,703,224	4,668,158	4,668,158
0000080	Employee Benefits	42,874,520	49,370,493	29,011,851	50,601,273	50,439,260
0000090	Transfers	15,872,909	15,646,522	14,706,916	16,499,292	16,476,252
Grand Totals		489,537,138	390,861,315	245,006,235	402,232,752	399,660,917

# Broome County Government

## Revenue by Character

Report: BP160

Type: REVENUE

Budget Yr: 2019

Character	Character Title	2017 Actuals	2018 Budget	2018 Actuals as of 9/3/2018	2019 Budget Requested	2019 Budget Recommended
0000001	Tax Items	204,405,805	160,743,733	120,721,305	164,151,512	164,151,512
0000002	Departmental Income	107,425,911	111,269,537	68,043,705	114,876,491	114,849,511
0000003	Use of Money	696,749	616,379	383,506	809,705	809,705
0000004	Licenses and Permits	100,828	119,745	72,972	119,200	119,200
0000005	Fines and Forfeitures	263,264	253,500	146,136	250,000	250,000
0000006	Sale of Prop and Comp for Loss	194,128	124,478	35,876	119,100	119,100
0000007	Misc Interfund Revenues	27,871,964	22,685,613	17,382,440	22,570,122	22,285,779
0000008	State Aid	36,931,721	35,989,825	17,865,682	40,478,113	40,097,495
0000009	Federal Aid	121,592,791	52,346,776	30,753,970	53,221,267	53,194,267
Grand Totals		499,483,161	384,149,586	255,405,592	396,595,510	395,876,569

Report ID: BCBP064  
 Budget Yr: 2019

Broome County Government  
 APPROPRIATION SUMMARY BY DEPARTMENT

DEPARTMENT	DEPARTMENT TITLE	2017 ACTUALS	2018 BUDGET	2018 YTD ACTUALS AS OF 09/03/2018	2019 BUDGET REQUESTED	2019 BUDGET RECOMMENDED
01	Audit and Control	3,605,116	3,783,114	1,876,509	3,771,657	3,776,989
02	Central Foods	6,163,294	5,307,890	2,856,394	5,160,270	5,160,270
03	Coroners	558,605	562,545	251,636	572,125	572,125
04	County Clerk	2,029,824	2,126,388	1,229,941	2,305,070	2,231,953
05	County Executive	644,250	692,804	405,872	689,424	696,106
06	District Attorney	4,747,970	3,660,522	2,194,557	3,997,718	4,051,588
07	Elections	916,395	1,406,216	446,436	1,468,439	1,365,236
09	Fleet Management	1,068,918	1,031,454	462,159	1,290,026	1,290,026
10	Information Technology	6,553,390	6,843,859	4,564,964	7,427,185	7,016,113
11	Law	2,121,856	2,302,531	1,356,498	2,325,030	2,354,126
12	Legislative	789,039	872,132	476,070	869,680	876,743
13	Personnel	807,667	830,993	478,026	846,697	856,872
14	Public Defender	1,708,207	1,964,963	990,692	1,975,512	1,998,738
15	Public Works	6,992,195	7,113,289	4,202,659	7,372,939	7,372,037
16	Purchasing	286,870	296,248	175,637	302,466	304,015
17	Real Property Tax Services	945,786	972,616	586,555	1,014,386	1,013,816
18	Risk and Insurance	50,442,829	57,838,109	36,324,610	59,685,443	59,694,244
20	Emergency Services	4,868,847	5,218,296	3,154,693	5,385,556	5,392,491
21	Probation	3,628,607	4,017,404	2,278,766	4,299,089	4,296,667
22	Security	3,449,167	3,586,172	2,231,284	3,857,348	3,770,194
23	Sheriff	35,262,933	38,614,225	21,903,017	39,184,831	38,307,378
24	STOP DWI	297,132	281,100	105,633	262,565	262,565
25	Health	15,773,464	13,629,958	7,606,966	14,397,305	14,408,627
26	Mental Health	1,072,209	1,220,816	576,393	1,201,767	1,202,273
27	Willow Point	33,574,045	31,041,249	16,512,367	31,940,994	31,949,956
28	Aviation	8,547,376	3,573,780	1,678,605	3,829,197	3,702,458
29	Highway	10,615,816	10,393,898	8,085,618	10,740,166	10,732,048
30	Road Machinery	2,848,570	2,610,138	1,925,840	2,637,212	2,637,212
31	Public Transportation	13,290,677	11,939,277	6,244,149	12,433,550	12,254,678
33	Employment & Training	193,845	0	0	0	0
34	Office for Aging	1,644,295	1,688,266	1,309,088	1,781,958	1,750,444
35	Social Services	167,990,402	118,209,989	73,353,073	121,145,109	120,283,933
36	Veterans Services	448,950	553,824	356,440	567,578	569,241
37	Planning and Econ Development	798,871	806,859	515,985	810,926	810,926
38	Solid Waste Management	9,738,566	9,190,737	3,292,681	9,234,936	9,234,936
39	Arena	1,623,088	1,750,021	1,111,666	1,751,786	1,748,590
40	County Library	1,927,820	1,978,797	1,140,888	1,946,563	1,959,719
41	En Joie Golf Course	998,585	1,051,203	659,639	1,087,241	1,086,958
42	Forum	138,334	160,357	100,655	157,485	157,485
43	Parks and Recreation	2,646,053	2,594,301	1,464,028	2,572,276	2,573,756
45	Office of Management & Budget	48,322,338	1,115,767	686,404	1,123,403	1,127,541
90	Special Objects	9,384,572	6,736,308	8,970,079	6,277,116	6,277,116
91	Debt Service (General Fund)	6,098,323	8,179,735	7,749,898	8,699,951	8,699,951
92	Interfund Transfers	13,972,042	13,113,165	13,113,165	13,832,777	13,832,777
		489,537,138	390,861,315	245,006,235	402,232,752	399,660,917

Broome County Government  
REVENUE SUMMARY BY DEPARTMENT

Report ID: BCBP164  
Budget Yr: 2019

DEPARTMENT	DEPARTMENT TITLE	2017 ACTUALS	2018 BUDGET	2018 YTD ACTUALS AS OF 09/03/2018	2019 BUDGET REQUESTED	2019 BUDGET RECOMMENDED
01	Audit and Control	53,577	55,000	22,194	55,000	55,000
02	Central Foods	5,341,737	5,307,890	2,037,619	5,160,270	5,160,270
04	County Clerk	3,992,385	3,875,275	1,825,034	4,102,604	4,102,604
05	County Executive	2,736,605	1,547,075	0	1,523,485	1,523,485
06	District Attorney	1,552,771	260,500	100,033	406,808	406,808
07	Elections	511,567	535,000	535,300	535,000	535,000
09	Fleet Management	1,010,738	1,131,099	103,850	1,241,534	1,241,534
10	Information Technology	2,824,502	3,031,246	288,892	3,042,548	3,042,548
11	Law	1,265,492	1,434,784	256,614	1,483,285	1,495,183
12	Legislative	624	600	281	610	610
13	Personnel	105,526	94,747	7,740	95,639	95,639
14	Public Defender	32,344	23,000	21	19,100	19,100
15	Public Works	1,523,492	1,246,686	188,945	1,223,812	1,223,812
16	Purchasing	12,575	0	3	0	0
17	Real Property Tax Services	2,410,070	1,842,000	106,570	1,946,000	1,946,000
18	Risk and Insurance	54,648,571	53,987,244	25,528,841	55,901,095	55,909,896
20	Emergency Services	823,793	998,269	290,054	1,041,561	1,041,561
21	Probation	487,404	510,394	8,988	861,410	861,410
22	Security	2,557,175	2,748,788	819,082	2,937,942	2,889,064
23	Sheriff	1,967,847	1,157,657	729,512	1,432,225	1,442,225
24	STOP DWI	299,396	281,100	120,101	262,565	262,565
25	Health	9,461,196	6,945,409	3,416,055	7,039,718	7,039,718
26	Mental Health	373,027	285,023	58,887	278,017	278,017
27	Willow Point	30,522,104	31,031,592	13,865,562	31,940,994	31,949,956
28	Aviation	12,657,447	3,569,427	2,347,192	3,829,197	3,702,458
29	Highway	10,458,734	10,393,898	7,304,011	10,740,166	10,732,048
30	Road Machinery	2,691,721	2,610,138	2,572,222	2,637,212	2,637,212
31	Public Transportation	15,706,900	11,922,940	4,602,246	12,433,550	12,254,678
33	Employment & Training	194,530	0	305	0	0
34	Office for Aging	1,143,905	1,199,019	535,886	1,229,989	1,229,989
35	Social Services	108,305,116	55,888,057	24,052,410	59,484,707	59,077,089
36	Veterans Services	408,780	553,325	422,303	567,578	569,241
37	Planning and Econ Development	23,143	10,000	4,718	11,000	11,000
38	Solid Waste Management	10,063,120	9,193,465	4,410,591	9,282,844	9,282,844
39	Arena	1,559,733	1,750,021	1,396,208	1,751,786	1,748,590
40	County Library	2,096,304	1,968,631	1,520,496	1,946,563	1,959,719
41	En Joie Golf Course	1,125,913	1,054,949	529,935	1,087,542	1,087,542
42	Forum	107,607	160,129	98,978	157,485	157,485
43	Parks and Recreation	560,433	508,457	245,785	502,050	502,050
45	Office of Management & Budget	205,136,244	161,915,083	108,223,992	165,727,512	165,727,512
90	Special Objects	1,980,445	2,385,500	797,775	2,028,000	2,028,000
91	Debt Service (General Fund)	748,565	736,169	735,976	647,107	647,107
92	Interfund Transfers	3	0	54,014	0	0
		<b>499,483,161</b>	<b>384,149,586</b>	<b>210,165,221</b>	<b>396,595,510</b>	<b>395,876,569</b>

# Broome County Government

## Appropriation by Subfund

Report: BP042 Type: EXPENSE

Budget Yr : 2019

Subfund	Subfund Title	2017 Actuals	2018 Budget	2018 Actuals as of 9/3/2018	2019 Requested	2019 Recommended
1010	General Operating	348,503,709	253,154,762	164,711,619	260,495,368	258,209,822
2010	Aviation Operating	8,547,376	3,573,780	1,678,605	3,829,197	3,702,458
2020	SWM Operating	9,738,566	9,190,737	3,292,681	9,234,936	9,234,936
2040	Transit Operating	13,290,677	11,939,277	6,244,149	12,433,550	12,254,678
2050	WPNH Operating	33,574,045	31,041,249	16,512,367	31,940,994	31,949,956
2060	Central Kitchen Operating	6,163,294	5,307,890	2,856,394	5,160,270	5,160,270
2070	Fleet Operating	1,068,918	1,031,454	462,159	1,290,026	1,290,026
2080	Health Insurance Operating	50,641,064	51,679,229	33,525,508	53,484,686	53,484,686
2090	Self Insurance Operating	2,869,548	2,291,803	716,099	2,300,251	2,309,052
2100	Workers Comp Operating	-3,230,037	3,867,077	2,083,003	3,900,506	3,900,506
2110	Unemplment Insurance Oper.	162,254	0	0	0	0
3110	Arena Operating	1,623,088	1,750,021	1,111,666	1,751,786	1,748,590
3120	County Road Operating	10,615,816	10,393,898	8,085,618	10,740,166	10,732,048
3130	Employment & Training Operatin	193,845	0	0	0	0
3140	EnJoie Operating	998,585	1,051,203	659,639	1,087,241	1,086,958
3150	Library Operating	1,927,820	1,978,797	1,140,888	1,946,563	1,959,719
3160	Road Machinery Operating	2,848,570	2,610,138	1,925,840	2,637,212	2,637,212
<b>Grand Totals</b>		<b>489,537,138</b>	<b>390,861,315</b>	<b>245,006,235</b>	<b>402,232,752</b>	<b>399,660,917</b>

## Broome County Government

### Revenue by Subfund

Report: BP142 Type: REVENUE

Budget Yr : 2019

Subfund	Subfund Title	2017 Actuals	2018 Budget	2018 Actuals as of 9/3/2018	2019 Requested	2019 Recommended
1010	General Operating	351,405,609	250,228,292	170,625,628	258,642,757	258,209,822
2010	Aviation Operating	12,657,447	3,569,427	2,533,468	3,829,197	3,702,458
2020	SWM Operating	10,063,120	9,193,465	5,185,753	9,282,844	9,282,844
2040	Transit Operating	15,706,900	11,922,940	5,566,094	12,433,550	12,254,678
2050	WPNH Operating	30,522,104	31,031,592	17,687,902	31,940,994	31,949,956
2060	Central Kitchen Operating	5,341,737	5,307,890	2,848,439	5,160,270	5,160,270
2070	Fleet Operating	1,010,738	1,131,099	904,939	1,241,534	1,241,534
2080	Health Insurance Operating	48,572,825	47,828,364	33,074,061	49,700,338	49,700,338
2090	Self Insurance Operating	2,088,132	2,291,803	839,390	2,300,251	2,309,052
2100	Workers Comp Operating	3,825,242	3,867,077	2,333,164	3,900,506	3,900,506
2110	Unemployment Insurance Oper.	162,372	0	0	0	0
3110	Arena Operating	1,559,733	1,750,021	1,441,502	1,751,786	1,748,590
3120	County Road Operating	10,458,734	10,393,898	7,310,086	10,740,166	10,732,048
3130	Employment & Training Operatin	194,530	0	738	0	0
3140	EnJoie Operating	1,125,913	1,054,949	714,526	1,087,542	1,087,542
3150	Library Operating	2,096,304	1,968,631	1,765,357	1,946,563	1,959,719
3160	Road Machinery Operating	2,691,721	2,610,138	2,574,545	2,637,212	2,637,212
<b>Grand Totals</b>		<b>499,483,161</b>	<b>384,149,586</b>	<b>255,405,592</b>	<b>396,595,510</b>	<b>395,876,569</b>

Report ID: BCBP070  
 Budget Yr: 2019

Broome County Government  
 APPROPRIATION SUMMARY BY FUNCTION

FUNCTION	FUNCTION TITLE	2017 ACTUALS	2018 BUDGET	2018 YTD ACTUALS AS OF 09/03/2018	2019 BUDGET REQUESTED	2019 BUDGET RECOMMENDED
00000001	General Government Function	138,548,646	98,640,193	59,468,465	102,117,288	101,676,882
00000002	Education Function	16,518,137	16,593,901	12,687,906	17,676,036	17,679,169
00000003	Public Safety Function	47,515,166	51,727,197	29,677,163	52,999,389	52,039,295
00000004	Health Function	41,849,247	37,409,553	19,730,949	38,108,076	38,125,733
00000005	Transportation Function	35,302,439	28,517,093	17,934,212	29,640,125	29,326,396
00000006	Economic Assistance and Opp	171,348,805	121,788,991	75,785,756	124,748,761	123,859,208
00000007	Home and Community Svcs	10,537,437	9,997,596	3,808,666	10,045,862	10,045,862
00000008	Culture and Community Services	7,747,583	7,900,666	4,758,530	7,881,338	7,892,495
00000099	Unallocated Function	20,169,678	18,286,125	21,154,588	19,015,877	19,015,877
		<b>489,537,138</b>	<b>390,861,315</b>	<b>245,006,235</b>	<b>402,232,752</b>	<b>399,660,917</b>



Broome County Government  
REVENUE SUMMARY BY FUNCTION

Report ID: BCBP170  
Budget Yr: 2019

FUNCTION	FUNCTION TITLE	2017 ACTUALS	2018 BUDGET	2018 YTD ACTUALS AS OF 09/03/2018	2019 BUDGET REQUESTED	2019 BUDGET RECOMMENDED
00000001	General Government Function	283,118,318	236,245,229	167,794,770	242,422,302	242,443,001
00000002	Education Function	5,003,444	5,042,155	3,638,110	5,197,476	5,197,476
00000003	Public Safety Function	6,135,615	5,696,208	3,266,284	6,535,703	6,496,825
00000004	Health Function	35,352,883	33,219,869	18,891,092	34,061,253	34,070,215
00000005	Transportation Function	41,514,802	28,496,403	17,984,193	29,640,125	29,326,396
00000006	Economic Assistance and Opp	111,264,184	58,805,401	33,168,302	62,462,274	62,056,319
00000007	Home and Community Svcs	10,086,263	9,203,465	5,190,894	9,293,844	9,293,844
00000008	Culture and Community Services	5,449,990	5,442,187	4,355,331	5,445,426	5,455,386
00000099	Unallocated Function	1,557,662	1,998,669	1,116,616	1,537,107	1,537,107
		499,483,161	384,149,586	255,405,592	396,595,510	395,876,569

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## Historical Tax Levy

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## Historical Tax Levies and Rates

Year	County Tax Levy	Full Assessed Value	Full Value Tax Rate	County Taxable Assessed Value	Taxable Assessed Tax Rate
2010	64,331,918	9,997,585,275	6.43475	5,474,666,923	11.750837
2011	67,918,995	10,001,025,665	6.79120	5,485,197,941	12.382232
2012	67,906,109	9,732,723,098	6.97709	5,511,599,459	12.320581
2013	67,906,109	9,374,314,876	7.24385	5,549,707,486	12.235980
2014	69,110,223	9,526,116,510	7.25482	5,641,855,640	12.249555
2015	70,833,114	9,527,423,490	7.43466	5,639,939,495	12.559197
2016	72,164,775	9,762,207,432	7.39226	5,654,743,735	12.761812
2017	72,617,173	9,612,985,607	7.55407	5,684,578,950	12.774415
2018	73,705,567	9,714,729,107	7.58699	5,710,293,144	12.907493
2019	73,340,512	9,775,792,818	7.50226	5,708,230,663	12.848204

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## Property Tax Levy by Municipality

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Broome County  
2019 Recommended Tax Levy By Municipality

Municipality	2018 Equalization Rate	County Taxable Assessed Adjusted Distributed	2018 Full Assessed Value	Full Assessed Value (as %)	County Property Tax Levy	County Taxable Assessed Value	2019 Property Tax Rate (per \$1000 of assessment)
Binghamton (City)	84	1,216,124,340	1,447,767,071	14.809715%	10,861,521	1,216,095,190	8.931473
Barker	100	114,067,515	114,067,515	1.166836%	855,764	114,066,465	7.502326
Binghamton	66.9	218,946,983	327,275,012	3.347810%	2,455,301	218,941,083	11.214439
Chenango	70	489,721,395	699,601,993	7.156473%	5,248,594	489,703,895	10.717893
Colesville	8.11	19,929,554	245,740,493	2.513765%	1,843,608	19,901,254	92.637800
Conklin	63.9	173,987,574	272,281,023	2.785258%	2,042,722	173,980,724	11.741084
Dickinson	74.63	156,103,003	209,169,239	2.139665%	1,569,241	156,093,453	10.053217
Fenton	65	196,975,942	303,039,911	3.099901%	2,273,483	196,969,942	11.542286
Kirkwood	71.5	273,590,349	382,643,845	3.914198%	2,870,693	273,589,529	10.492699
Lisle	100	103,569,477	103,569,477	1.059448%	777,005	103,569,477	7.502257
Maine	65	161,991,392	249,217,526	2.549333%	1,869,694	161,974,892	11.543110
Nanticoke	57	41,101,454	72,107,814	0.737616%	540,971	41,101,454	13.161855
Sanford	58	164,236,468	283,166,324	2.896607%	2,124,387	164,226,768	12.935690
Triangle	100	134,121,959	134,121,959	1.371980%	1,006,217	134,120,459	7.502341
Union	4.32	116,036,421	2,686,028,264	27.476321%	20,151,275	115,404,831	174.613789
Vestal	100	1,860,841,730	1,860,841,730	19.035200%	13,960,513	1,860,816,230	7.502360
Windsor	69.5	267,681,767	385,153,622	3.939871%	2,889,522	267,675,017	10.794887
2019 Totals		5,709,027,323	9,775,792,818	100.000000%	73,340,512	5,708,230,663	12.848204

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## Property Tax Exemption Summary

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Broome County Property Tax Exemption Summary							
Equalized Total Assessed Value							
2018							
Exemption		Total Equalized	Payment in	Exemption		Total Equalized	Payment in
		Value of	Lieu of			Value of	Lieu of
Code	Exemption Name	Exemptions	Taxes	Code	Exemption Name	Exemptions	Taxes
12100	NYS-Generally	971,118,161		41101	Vets Ex based on eligible funds	14,360,175	
13100	County-Generally	179,888,832		41121	Alt Vet ex -War period non-combat	42,342,721	
13230	County Outside Limits-Specified Uses	73,095		41122	Alt Vet Ex-War Period Non-Combat	569,412	
13350	City-Generally	59,100,095		41131	Alt Vet Ex-War Period Non-Combat	49,658,348	
13440	City Outside-Limits - Sewer or Water	87,445,600		41132	Alt Vet Ex-War Period Combat	1,046,819	
13500	Town-Generally	54,587,958		41141	Alt Vet Ex-War Period-Disability	20,985,276	
13510	Town-Cemetary Land	138,084		41142	Alt Vet Ex-War Period-Disability	91,101	
13650	Village-Generally	47,417,597		41151	Cold War Veterans(10%)	834,501	
13740	Village Outside Limits- Sewer or Water	1,133,142		41152	Cold War Veterans(10%)	565,512	
13800	School District	487,772,060		41171	Cold War Veterans(Disabled)	130,870	
13850	BOCES	17,563,044		41172	Cold War Veterans(Disabled)	115,426	
13870	Spec Dist used for Purposes Estab	37,049,612		41300	Paraplegic Vets	1,295,000	
13890	Public Authority - Local	315,774		41400	Clergy	791,202	
14100	USA-Generally	2,714,153		41700	Agricultural Building	1,879,677	
14110	USA-Specified Uses	19,336,319		41720	Agricultural District	29,539,014	
17650	Facilities Development Corp	653,200		41730	Agric Land=Indiv Not in Ag District	2,595,923	
18020	Municipal Industrial Dev Agency	267,003,966	1,166,000	41800	Persons Age 65 or Over	37,590,641	
18060	Urban Ren Owner -Mun Urb Ren Agency	3,077,619		41801	Persons Age 65 or Over	11,129,519	
18080	Mun Hsg Auth-Federal/Mun Aided	21,652,024		41802	Persons Age 65 or Over	64,468,795	
21600	Res of Clergy-Relig Corp Owner	7,281,472		41805	Persons Age 65 or Over	6,428,362	
25110	NonProfit Corp-Relig(Const Prot)	313,195,178		41822	Living Quarters for Parents and Grand	134,154	
25120	NonProfit Corp-Educl(Const Prot)	26,146,556		41930	Disabilities and Limited Incomes	1,590,470	
25130	NonProfit Corp-Char(Const Prot)	98,421,555		41931	Disabilities and Limited Incomes	761,461	
25210	NonProfit Corp-Hospital	203,660,769		41932	Disabilities and Limited Incomes	5,363,503	
25220	NonProfit Corp-Cemetary	231		41935	Disabilities and Limited Incomes	277,237	
25230	NonProfit Corp-Moral/Mental Imp	158,125,611		42100	Silos Manure Storage Tanks	35,971	
25300	NonProfit Corp-Specified Uses	147,155,916		42120	Temporary Greenhouses	202,179	
25400	Fraternal Organization	431,763		44210	Home Improvements	502,639	
25600	Non Profit Health Maintenance Org	4,923,735		44211	Home Improvements	77,520	
25900	System Code	181,100		47460	Forest Land Certified After 8/74	7,802,122	
26050	Agricultural Society	11,695,905		47610	Business Investment Property Post 8/5	45,976	
26100	Veterans Organization	7,011,868		47670	Property Improvement on Empire Zone	6,735,671	
26250	Historical Society	215,604		47900	Fair Pollution Control Facility	1,967,593	
26400	Inc Volunteer Fire Co or Dept	20,004,826		49500	Solar or Wind Energy System	295,626	
27200	Railroad Wholly Exempt	649		50000	System Code	77,647,358	
27350	Privately Owned Cemetary Land	24,950,815		50005	System Code	200,000	
28550	Not for Profit Hous-Co-Sr Cits Ctr	2,294,798					
29150	Opera House	1,053,252					
29300	Hosp Corp for Benefit of City	74,119,048					
32252	NYS Owned Reforestation Land	7,552,341					
32301	NYS Land Taxable for School Only	717,483					
41001	Veterans Exemption Incr/Decr in	9,688,673					
					Total Exemptions Exclusive of System Exemptions:	3,546,106,899	
					Total System Exemptions:	77,847,358	
					Total:	3,623,954,257	

Values have been equalized using the uniform percentage of value.

The exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services

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## Consolidated County Fees

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## 2019 Floyd L. Maines Veterans' Memorial Arena

<u>Facilities Rental Fees</u>	<u>January - May</u>	<u>June - September</u>	<u>October - December</u>	<u>Ticketed Events (concert)</u>	<u>1 Day Event Attendance Rental Fees</u>
Flat Daily Rate	\$ 3,500	\$ 3,000	\$ 3,500	0 - 3,500	\$ 4,000
Move-in/ Rehearsal	2,000	1,500	2,000	3,501 - 4,000	5,000
Concourse/Floor only	1,700	1,500	1,700	4,001 - 4,500	6,000
Multi-day Rate				4,501 +	7,000
Monday - Thursday					
Day 1	2,500	2,000	2,500		
Day 2	2,000	1,500	2,000		
Day 3 + (add'l per day)	1,500	1,000	1,500		
Friday - Sunday					
Day 1	3,500	2,500	3,500		
Day 2	3,000	2,000	3,000		
Day 3 + (add'l per day)	2,500	1,500	2,500		
 <u>Video System Fees</u>				 <u>Box Office Fees</u>	
Additional copies	each	\$10		Usage (per seller)	\$ 850
Audio	Hourly	63		Day of show (per seller)	100
Camera Operator	Hourly	63		Ticket Master charges (per ticket)	
Director	Hourly	63		Box Office	0.08
Graphics Coordinator	Hourly	63		Remotes*	0.15
Instant Replay Operator	Hourly	63		Phone*	3.25%
Producer	Hourly	90		Box Office Window (plus expenses)	4%
Record Fee	(2 Copies)	50		Group Sales (gross sales + expenses)	10%
Usage Fee	Flat Fee	425		*subject to inter-bank rate changes	
 <u>User Fees</u>				 <u>Public Safety Fees</u>	
Basketball Court Rental	Hourly	\$150		Uniformed Police Officers (hourly)	\$30
Exhibitor Elec. Drops	Day per Drop	35		Medical/Ambulance Personnel (hourly)	150
Forklift	Daily	150		Ununiformed Security Officer (hourly)	22
Head Usher	Hourly	16		Ununiformed Security Officer Supervisor (hourly)	30
Ice Time Rental	Hourly	200			
Internet	Flat Fee	125		Concessions	
Legal Fee	Flat Fee	100		Food Consultants Inc.	
Legal Notice		Press & Sun Rate		American Food & Vending	
Pipe and Drape	Per linear foot	3		Local I.A.T.S.E. #54	
Pyrotechnics Permit	per show	City Clerk Rate		Building setups	
Spotlights	each	125		Show move-in/move-out	
Street Permit	1st Day	30		Show setup	
	2+ (Daily)	15		Performances	
Tables	each	5			
Telephone	per line	50			
Ushers	Hourly	13.50			

## 2019 Broome County Forum

### Facilities Rental Fees

Move-in/ Rehearsal	
Up to 5 Hours	\$ 250
5+ Hours (per hour)	75
Multi-day Rate	
Monday - Thursday	
Day 1	1,500
Day 2	1,000
Day 3 + (add'l per day)	700
Friday - Sunday	
Day 1	1,500
Day 2	1,300
Day 3 + (add'l per day)	1,000
Two Shows in one day	700

### Non-Profit Facility Rental Fees

Day 1	\$ 1,000
Day 2	500

Concessions	
Food Consultants Inc.	
American Food & Vending	
Local I.A.T.S.E. #54	
Building setups	
Show move-in/move-out	
Show setup	
Performances	

### Box Office Fees

Usage (per seller)	per seller	\$ 300
Day of show (per seller)	per seller	100
Ticket Master charges (per ticket)	per ticket	
Box Office		0.08
Remotes*		0.15
Telephone*		3.25%
Box Office Window (plus expenses)		4%
*subject to inter-bank rate changes		

### Public Safety Fees

Uniformed Police Officers (hourly)	hourly	\$30
Non-uniformed Security Officer (hourly)	hourly	22
Non-uniformed Security Officer Supervisor (hourly)	hourly	30

### User Fees

Head Usher	Hourly	16
Internet	flat fee	125
Forklift	daily	150
Legal Fee	flat fee	100
Legal Notice		Press & Sun Rate
Parking Permit	1st Day	30
	2+ Day	15
Pipe and Drape	per linear foot	3
Pyrotechnic Permit	City Clerk Rate	
Spotlights	each per show	125
Tables	each, per event	5
Telephone	per line	50
Ushers	Hourly	13.50

Five or more performances will have the fee for second show of day waived

## 2019 Parks and Recreation Fees

## Greenwood Park

Camping

Off Season rate (Before Memorial Day, After Labour Day)	\$15
In Season Rate	
All Campsites Non-Electric	20
All Campsite Electric	25
Reservation Fee (1 time per site/per stay*)	5
Seasonal Rate (Memorial Day-Labor Day), Limit 5 sites/season **	1,900

Shelters

Weekdays	\$30
Weekends/Holidays	90

Boat Rentals \*\*\*\*

	<u>Deposit***</u>	Hourly <u>Rate</u>	Daily <u>Rate</u>
Canoes, Rowboats	\$10	\$5	\$20
Paddleboats, Kayaks	10	8	n/a
Sailboats	10	8	30
Senior Citizen (62+ yrs) and Veteran Discount Rowboats (M-F, no holidays)	5	3	10

Cross Country Skiing \*\*\*\*

Rental per hour (skis & snowshoes)	\$5
Trail fee per day (non-renters)	5
Season pass	35

Ground Rentals ^

	Hourly <u>Rate</u>	Daily <u>Rate</u>
Softball, Baseball or Soccer	N/A	\$15
Volleyball	\$10	N/A

Memorial Day (Fri-Mon), Independence Day (July 2nd-July 6th), Labor Day (Fri-Sun)

\*Per Stay is defined as per financial transaction

\*\*Rate defined as residency/reservations for 75 days or more

\*\*\*Or provide Credit Card & Drivers License

\*\*\*\*Renter pays for all damages to rentals

^Park Manager will assign field numbers based on lining availability

## 2019 En-Joie Golf Fees

### Membership

Adult Membership	\$1,575
Husband and Wife	2,300
Seniors – over 62	1,425
Seniors: Husband/Wife over 62	2,150
Intermediate (19-24)	1,125
Junior (under 18)	600

### Daily Fees

	Adult	Senior	Junior*	Twilight
Monday thru Thursday	\$34	\$31	\$25	\$ -
Monday thru Thursday with cart	49	46	40	
Monday-Friday after 4:00 pm				40
Friday with cart	58	55	45	0
Sat, Sun & Holiday with cart	68	68	49	
Sat, Sun & Holidays after 3:00 pm				48

\*Drivers License Required

### Miscellaneous

Cart per person – daily	\$15
Club Storage	50
Handicaps	25
Locker Fee	50
Tee Time may be made seven (7) days in advance.	

### Frequent Play Cards 8 (eight) rounds

Weekdays cart NOT included	\$245
Adult or Seniors- Weekends	450
Seniors - Weekdays cart NOT included	225

Riding carts mandatory Friday, Saturday, Sunday and Holidays until 12:00 pm. (noon)

Pre-paid discount Cart Cards will be made available to Members at a reduced rate!

9 hole rates available

2019 Office of Management and Budget  
Town and County Unpaid Taxes

Property Taxes-Town and County

Interest	monthly	1%	February 1 and later
Handling Charge	each unpaid tax parcel	\$1	April
Late Charge	amount of unpaid tax	5%	April
Advertising Fee	each tax parcel published as unpaid	\$7	August
Title Search Fee	each tax parcel researched for foreclosure	\$150	November
Redemption Fee	each parcel filed as in the foreclosure action	\$1	November

Property Taxes-Town and County-School Tax Relevy

Relevy Fee	amount of original tax and school district late fee	7%	
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Property Taxes-Town and County-Village Tax Relevy

Relevy Fee	amount of original tax and school district late fee	7%	
Handling Charge	each unpaid tax parcel	\$1	

Tax Search Certificates

\$20

Insufficient Funds Fee

\$20

## 2019 County Clerk Fee Schedule

### Business Certificates (Partnership or Individual)

Form	\$ 1
File certificate	25
File amended certificate	25
File discontinuance no fee	
Certify a prepared copy	5.20

### Liens

Attachment (notice of) – File and record	\$20
Cancel no fee	
Building and Loan Agreement File original or amendment	25
Discharge no fee	
Common Charge Lien, filing	5
Crime Victim Lien no fee	
State Tax Lien no fee	
Federal Tax Lien	40
Hospital Lien no fee	
Lis Pendens Plus \$.50 per notation	45
Mechanics Lien Filing	15
Discharge no fee	
Affidavit of service	5
Notice of Lending Filing	15

### Real Estate

Leases, Easements, Power of Attorney	
Release of lien of estate tax:	
Record	\$ 45
Plus \$.50/per printed side of each page	
Plus \$.50 per notation	
Transfer Tax Affidavit (TP584)	
One original One copy	10
Real Property Transfer Report (RP5217)	
Residential	125
All others	250
Small Claims assessment review	30
Miscellaneous filing	5

### Uniform Commercial Code

UCC-1 Original Financing Statement with Addendum	\$ 40
UCC-3 Amendment – Continue, Assign or Terminate with Addendum	40
UCC-11	
Written search request	25
Copies/per document	5

### Check Fees

Checks returned by the bank (NSF, stop payment)	\$ 25
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### Searches

Each two year period	\$ 5
Per name/Per category	
Ex. Deed, mortgage, DBA	

### Certification of Document

Other than cover by special law	\$ 5.20
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### Fax Documents

Per page	\$ 1
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### Passports

Passport	\$ 35
Photos (service available in Clerk's Office)	10

### Copies

Recorded and filed documents (to file no fee)	
\$.65/page. Minimum of \$1.30	
To prepare and certify a copy	
\$1.25/page. Minimum of \$5.00	
Maps	\$ 5
Certified copies are additional	5.20

## 2019 County Clerk Fee Schedule

<u>Civil Action</u>		<u>Mortgages</u>		<u>Wage Assignments</u>	
Issuance of index number	\$ 210	Record (including recording page)	\$ 45	Filing	\$ 5
Request for judicial intervention	95	Plus 5.00/per page		Satisfaction no fee	
Note of Issue	30	Plus .50/per notation		Satisfaction or cancel no fee	
Jury demand	65	Assignment (including recording page)	45	Notice of lending, filing	15
Notice of Appeal	65	Plus 5.00/per page		Public welfare lien no fee	
Dissolution of Marriage Certificate	5	Plus .50/per notation		Surety Bond	5
Separation Agreements	5	Plus \$3.50 each additional mortgage			
Motion/cross motion/Order to show caus	45	Consolidation extension, modification			
Stipulation of settlement or		Subordination, corrections, etc.	45		
voluntary discontinuance	35	Plus 5.00/per page - .50 per notation		<u>Certificates</u>	
Certificate of Divorce	5	Affidavits filed with mortgage	5	Issue Certificate of appointment	
		Discharge (Including recording page)	45		
		Plus 5.00/per page - .50/per notation		<u>Survey Maps</u>	
		Plus \$13.50/each additional mortgage		Filing	\$ 10
<u>Judgments/Executions</u>		Release part of mortgaged premises		Requirements: Linen or Mylar original	
Docket and enter, taxing costs	\$ 45	(Including recording page)	45	8 ½ x 11 minimum	
Satisfaction of judgment no fee		Plus 5.00/per page - .50/per notation		34 x 44 maximum	
Transcript of judgment:		Estoppel Certificate (including recording page)	45	Subdivision with five or more lots require health dept seal.	
Filing	10	Plus 5.00/per page - .50/per notation		Copies	\$ 5
Issue a transcript	5			Certified Copy Additional	5.2
Certificate of:					
Disposition, cancellation or assignment					
To issue or file	5				
Exemplified Judgment	15				
		<u>Other</u>		<u>Notary Public</u>	
<u>Other Real Estate Taxes</u>		Remote Access Fee Per Annum	\$200/month	File Certificate of Appointment	\$ 60
Mortgage Tax		Credit Card Fees + Internet fee	\$ 1.90	File Certificate of official character	10
1% of the amount of the mortgage				Issue Certificate of Official	
If a bank, credit union, or lending				character	5
agency is involved, they pay 1/4%				Certificate authenticating notary	3
and the borrower pays 3/4%					
Transfer Tax		<u>Oath of Office</u>	No fee		
\$5 per \$1,000		Oath for Commissioner of Deeds	\$ 10		

2019 Department of Motor Vehicles Fees

		Passenger Vehicles				Commercial Vehicles			
		Weight (lbs.)	Fee	Weight (lbs.)	Fee	Weight(lbs.)	Fee	Weight (lbs.)	Fee
<u>Civil Penalty (insurance lapse) Fees*</u>									
First 30 days	\$8 per day	0000 - 1650	\$ 26.00	4351 - 4450	\$ 78.50	000 - 500	\$ 7.00	9,001 - 9,500	\$ 137.00
31 - 60 days	\$10/day + \$240	1651 - 1750	27.50	4451 - 4550	81.00	501 - 1,000	14.50	9,501 - 10,000	144.00
61 - 90 days	\$12/day + \$540	1751 - 1850	29.00	4551 - 4650	83.50	1,001 - 1,500	21.50	10,001 - 10,500	151.00
<u>License, Permit, or ID Fees*</u>		1851 - 1950	31.00	4651 - 4750	85.50	1,501 - 2,000	29.00	10,501 - 11,000	158.50
Original Licenses/Permits Fees*	\$ 64.25/120	1951 - 2050	32.50	4751 - 4850	88.00	2,001 - 2,500	36.00	11,001 - 11,500	165.50
License Renewal		2051 - 2150	34.00	4851 - 4950	90.50	2,501 - 3,000	43.00	11,501 - 12,000	173.00
CDL**	164.50	2151 - 2250	35.50	4951 - 5050	93.00	3,001 - 3,500	50.50	12,001 - 12,500	180.00
Class D, DJ**	64.50/80.50	2251 - 2350	37.50	5051 - 5150	95.50	3,501 - 4,000	57.50	12,501 - 13,000	187.00
Class A, B or C**	164.50/180.50	2351 - 2450	39.00	5151 - 5250	98.00	4,001 - 4,500	65.00	13,001 - 13,500	194.50
Class E**	112.50/128.50	2451 - 2550	40.50	5251 - 5350	100.50	4,501 - 5,000	72.00	13,501 - 14,000	201.50
Class EM	120.50	2551 - 2650	42.00	5351 - 5450	102.50	5,001 - 5,500	79.00	14,001 - 14,500	209.00
Class M, MJ, DM or DJMJ*	72.50/88.50	2651 - 2750	43.50	5451 - 5550	105.00	5,501 - 6,000	86.50	14,501 - 15,000	216.00
Non Driver ID		2751 - 2850	45.50	5551 - 5650	107.50	6,001 - 6,500	93.50	15,001 - 15,500	223.00
4 year/8 year	9/13	2851 - 2950	47.00	5651 - 5750	110.00	6,501 - 7,000	101.00	15,501 - 16,000	230.50
10 yr-62 or older or SSI Recip.	6.50	2951 - 3050	48.50	5751 - 5850	112.50	7,001 - 7,500	108.00	16,001 - 16,500	237.50
		3051 - 3150	50.00	5851 - 5950	115.00	7,501 - 8,000	115.00	16,501 - 17,000	245.00
<u>Other</u>		3151 - 3250	52.00	5951 - 6050	117.00	8,001 - 8,500	122.50	17,001 - 17,500	252.00
In-Transit Permit Fees	\$12.50	3251 - 3350	53.50	6051 - 6150	119.50	8,501 - 9,000	129.50	17,501 - 18,000	259.00
Plate (General)	25.00	3351 - 3450	55.00	6151 - 6250	122.00				
Title	50.00	3451 - 3550	56.50	6251 - 6350	124.50				
Plate Surrender (Co. Fee)	1.00	3551 - 3650	59.00	6351 - 6450	127.00				
Registration		3651 - 3750	61.50	6451 - 6550	129.50				
Boats - based on size	22.50/93.75	3751 - 3850	64.00	6551 - 6650	131.50				
ATV***	12.50	3851 - 3950	66.50	6651 - 6750	134.00				
Snowmobile***	100.00	3951 - 4050	69.00	6751 - 6850	136.50				
Trailer	Based on weight	4051 - 4150	71.00	6851 - 6950	139.00				
		4151 - 4250	73.50	6951 or more	140.00				
		4251 - 4350	76.00						

\* Based on gross weight (Annual = \$3.60/500 lbs)

Vehicle Use Taxes for Commercial Vehicles  
for All Original Registrations and Renewals

Broome - \$20 for two years (\$10/year)

E-ZPASS

Individual, non commercial tags \$ 25.00

\*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

\*Fees based on gross weight (Annual = \$.81/100 lbs)

Vehicle Use Taxes for Passenger Vehicles  
for All Original Registrations and Renewals  
Broome - For passenger vehicles that weigh 3500 lbs  
\$10 for two years (\$5/year)

For passenger vehicles that weigh 3501 or more  
\$20 for two years (\$10/year)



Broome County Health Department  
Environmental Health Services Division  
2019 Fee Schedule

Permits	Fee	Plan Review	Fee
<u>Food Service</u>			
High Risk Food	\$ 300	Food Service	\$ 50
High Risk Food (Seasonal)	\$ 150	Pools/Beaches	\$ 250
Medium Risk Food	\$ 200	Spa	\$ 200
Medium Risk Food (Seasonal)	\$ 100	Hotels/Motels/Per Room	\$ 15
Low Risk Food	\$ 100	Traver Trailer Camp/Per Site	\$ 10
Low Risk Food (Seasonal)	\$ 50	Mobile Home Parks/Per Site	\$ 25
Temporary Food	\$ 50	Children's Camps	\$ 400
		Mass Gatherings	\$ 26,000
<u>Pools/Beaches</u>			
Bathers 100	\$ 155	Sewage/Disposal	
Bathers more than 100	\$ 309	New Construction	\$ 50
		Existing Construction	\$ 190
<u>Hotels/Motels</u>			
Base Fee	\$ 203	Commercial Engineering Plan	\$ 75
Room Fee (20 or more)	\$ 15	Re-Design of Septic	\$ 25
<u>Mobile Home Parks (Base Fee)</u>			
Sites: 1 - 20	\$ 215	<u>Land Development/Per Site</u>	
Sites: 21 - 40	\$ 285	Private Water/Private Sewer	\$ 40
Sites: 41 - 75	\$ 835	Private Sewer/Public Water	\$ 30
Sites 76 and above	\$ 1,075	Private Water/Public Sewer	\$ 20
		Proposed Public Water/Sewer	\$ 15
		Existing Public Water/Sewer	\$ 12.50
<u>Private Water (Surcharge)</u>			
Sites: 41-75	\$ 60	<u>Community Water</u>	
Sites 76 and above	\$ 120	New Source	\$ 500
		Distribution	\$ 250
<u>Private Sewage (Surcharge)</u>			
Sites 41-75	\$ 60	<u>Miscellaneous</u>	
Sites 76 and above	\$ 120	Record Search/Per Page	\$ 0.25
		Environmental Record Search	\$ 150
<u>Travel Trailer</u>			
Base Fee	\$ 60		
Per Site	\$ 1		
<u>Children's Camps</u>			
	\$ 100		

Maternal Child Health and Development Division  
2019 Fee Schedule

Service	Fee
<u>Medication Administration Training</u>	
Classroom Full Day Training	\$ 100
Independent Study	\$ 70

Clinic Division  
2019 Fee Schedule

Service	Fee	Service	Fee
		<u>Additional Charges</u>	
Comprehensive Pre-Employment Physical Examination	\$ 160	Urinalysis Dip	\$ 5
Comprehensive STD Screen	\$ 160	Vision Screen	\$ 10
TB MD Initial Visit	\$ 110	Hearing Screen	\$ 30
STD Screen	\$ 110	Pulmonary Function Test with Interpretation	\$ 50
Pre-Employment Physical Examination	\$ 105	Mantoux Test	\$ 10
TB Repeat MD Visit	\$ 50	Mantoux Assessment	\$ 10
EKG Evaluation	\$ 50	Flu Vaccine	\$ 20
HIV Post-Test Counseling - Positive or Reactive	\$ 50	Fluzone High Dose	\$ 45
Limited Visit	\$ 75	MMR	\$ 75
TB History or Medication Refills (Nurse/Directly Observed Therapy)	\$ 50	Td	\$ 30
Home Visit - DOT	\$ 60	Tdap	\$ 37
Education and Counseling	\$ 35	Pneumovax	\$ 89.95
HIV Counseling	\$ 35	Hepatitis A	\$ 40
HIV Rapid Test	\$ 35	Hepatitis B	\$ 45
Lead Screening	\$ 25	Hepatitis A&B	\$ 59
Health Assessment (Employee Health)	\$ 25	HPV	\$ 135
STD Screen Partial	\$ 50	Varicella	\$ 125
Brief Visit/Followup	\$ 50	Meningococcal Vaccine	\$ 118
Wart Treatment Penis	\$ 130	Rabies	\$ 300
Wart Treatment Vulva	\$ 130	Venipuncture	\$ 10
Wart Treatment Vagina	\$ 115		
Wart Treatment Anal	\$ 240	<u>Vaccine Administration</u>	
Wart Treatment Other	\$ 110	Single Dose (VFC)	\$ 17
Hepatitis C Antibody Testing	\$ 35	Single Dose (Non VFC)	\$ 25
Minimal visit	\$ 25	Multiple Dose (Non VFC)	\$ 15

Sliding fee scale for all clients, except out-of-county immunization clients, 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.

## 2019 Landfill Tip Fee Schedule

<u>Material</u>		Fee	<u>Miscellaneous Charges</u>		Fee
Asbestos (residential)	A	\$ 100	Compost Bin	BIN	\$ 45
Asbestos Bulk (commercial)	AB	60	Freon Unit	F	10
Auto Fluff	AF	15	Municipal Cleanup Individual Tire	MCT1	2.50
Residential Aggregates	AG	45	Blue Recycling Bin	RBIN	14
Ash (Coal)	ASH	17	Car Tire	T1	2.50
Animal Waste	AW	100	Safety Vest	V	5
Burried Aggregates	BAG	45	Yellow Recycling Bin	YB	3.07
Construction & Demo Debris	C	45			
Non-Friable Asbestos	CA	45	Contracted volume based pricing may vary		
Contaminated Debris	CD	45			
Contaminated Soil	CS	27			
Contaminated Soil Bury	CSB	45			
Contaminated Commercial Garbage	CX	45			
Glass Aggregate	GLAG	10			
Municipal Cleanup Construction	MCC	45			
Municipal Cleanup Garbage	MCX	45			
Pallets	P	45			
Grit/Sludge	S	45			
Stabilized Sludge/Grit	SG	40			
Tree Stumps	ST	45			
Tires	T	155			
Commercial Garbage	X	45			
Leaf and Yard Waste	Y	20			

**Broome County Office for Aging  
2019 Fees and Suggested Contributions Update**

<b>Item</b>	<b>Current 2018 Fee for Service</b>	<b>Proposed 2019 Fee for Service</b>	<b>2018 Suggested Contribution</b>	<b>2019 Proposed Suggested Contribution</b>	<b>Comments</b>
Congregate Meals	n/a	n/a	\$3.25	\$3.50	Meals served at senior centers - last raised 1/01/14
Home Delivered Meals	n/a	n/a	\$3.25	\$3.50	Meals on Wheels - last raised 1/01/14
MLTC Home Delivered Meals	\$5.35 - \$8.00	\$6.00 - \$8.00	n/a	n/a	Meals on Wheels - MLTC clients
MLTC Congregate Meals	\$6.00 - \$6.50	\$6.00 - \$6.50	n/a	n/a	Meals served at senior centers - MLTC
Adult Day Care	n/a	n/a	\$20.00	\$23.00	One day of service - last raised 1/01/14
Adult Day Care - Private Pay	\$24.00	\$24.00	n/a	n/a	One half-day of service
Adult Day Care - Private Pay	\$45.00	\$45.00	n/a	n/a	One day of service
Adult Day Care - MLTC	\$45.00 - \$60.00	\$45.00 - \$60.00	n/a	n/a	One day of service
Transportation	n/a	n/a	\$1.50/one way ride	\$2.00/one way ride	One-way ride - last raised 1/01/14
Transportation - MLTC	\$11.00 - \$15.00	\$11.00 - \$15.00	n/a	n/a	One-way ride - MLTC
EISEP (Suggested Contribution)	n/a	n/a	\$2.75-\$6.50 /hour	\$3.25-\$7.00 /hour	one hour of personal care service
EISEP (Client cost share)	Varies by client's income	Varies by client's income	n/a	n/a	one hour of personal care service
"Senior News" Advertisements	Varies by ad size/#	No changes planned	n/a	n/a	Business advertisements
Sr. News Subscription/Misc	n/a	n/a	\$10 annually	\$10 annually	12 monthly issues of "Senior News"
Respite	n/a	n/a	\$15-\$52/day	\$15-\$52/day	4 hours of caregiver respite service

These fees and suggested contributions are ALL subject to change based on actual allocations that we receive from our grantors.

**2019 Broome County GIS & Mapping  
Fee Schedule for Services and Data**

Private Fees

Prints

Size	Existing Map Project	Tax Parcel Sheet Map	Single Historic Photo Tile (or portion)
8.5"x11"	\$0.50	\$0.50	\$0.50
11"x17"	1.00	1.00	1.00
17"x22"	2.00	2.00	2.00
22"x34"	4.00	4.00	4.00
34"x44"	8.00	8.00	8.00
Custom > 44" (per foot)	2.00	2.00	2.00

Existing map projects, photo tiles, and tax parcel sheet maps exist in digital format and require no alteration

<u>Copies</u>	8.5"x11"	11"x17"	Large
Existing paper maps or documents:	\$0.50	\$1.00	\$8.00

New Map Projects

Under One Half (1/2) Hour	\$12.00
Over One Half (1/2) Hour	25.00 per hour

New map projects generally include the following:

Adding GIS layers and/or imagery, labeling of features, selection, categorization of features by attributes or location layout setup(map extent, title, north arrow, scale bar, etc.) exporting to PDF. Fee does not include prints. Alterations to an existing map project is considered a new project.

Data Manipulation

Joining, geocoding, creation from tabular data	\$10.00
Other manipulation not listed above	25.00 per hour

Source data includes existing County or user-supplied data in digital format. Preferred formats include Txt, Excel, or DBF.

User Supplied data must be formatted properly and will not be reformatted by the County. Output data provided in ESRI shapefile and/or tabular format

A list of un-joined non-geocoded records provided for no fee if requested. Fee is for data manipulation and resulting digital data only

Map projects and prints supplied at the rates above. Additional fees apply to joining County GIS data with an fee in this schedule

2019 Broome County GIS & Mapping  
 Fee Schedule for Services and Data  
 (Continued)

GIS Data, Imagery and Other Data

No fee for GIS data except:

Parcels:

All County parcels with attributes	\$2,500.00
Yearly updates	500.00
All County parcels boundaries only	\$250.00
Yearly updates	50.00

Individual Parcel: \$ .03 per parcel record (minimum \$25)

DEMs or any DEM-derived product \$100.00

Aerial Photos

(1937, 1944, 1965, 1973, 1981, 1989, 1999)

All Images for a single year: \$ 500.00 (geo-referenced or non-geo-referenced)

Individual Image: \$5 (non-geo-referenced)

Municipal Fees

Prints or copies:

No charge for up to five(5) copies or prints of a particular map or document.

Over five(5) copies or prints one half (1/2) the fee will be charged.

Tax map prints

One quarter (1/4) the fee charged.

PDF files provided at no cost.

Map updates provided to local assessors at no cost per State law.

New map projects

No charge for projects taking up to two (2) hours to complete.

Projects requiring more than two (2) hours will be determined on a case by case basis.

GIS Data and Imagery only: no charge

Educational (Student) Fees

No charge for GIS data. One half (1/2) charge for all else.

Digital products or files created constitute a public record. Data used in their creation (including user-supplied data) are also subject to FOIL. Prior notification or consent of the original requestor is not required. The County is not obligated to create records and may not honor all requests.(FOIL)

## 2019 Broome County Sheriff's Office Fees

Records Money:

Accident reports (per page)	\$ 0.25
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False Alarm Fees:

5th Avoidable Alarm	25.00
6th and greater, per occurrence	50.00
Sheriff ID Fee	10.00
Pistol Permit (County share per Penal Law)	48.50

Inmate Housing:

State-Ready Inmates (daily, per Corrections Law Article 22, Section 601-C)	100.00
Other Local Governments Inmate Housing:	
General Population per day	85.00
Medical Unit per day	300.00
Special Housing Unit per day	150.00
Federal Inmate Daily Housing Rate	97.00

Sheriff Fees (not including mileage, if applicable)

Income Execution:	
First Stage	\$ 50.00
Second Stage	50.00
Second Stage only	50.00
Property Execution:	
Levy	* 90.00
Sale Deposit	350.00
Real Property Deposit	550.00
Postings of notice of sale	* 15.00
Summons with Complaint, Notice and Petition	* 15.00
Information Subpoena	* 45.00
Subpeona (Duces Tecum)	* 15.00
Citation	* 15.00
3 or 30 day notice to tenant	* 22.00
Show Cause Order	* 45.00
Notice of Motion	* 45.00
Writ of Habeas Corpus(Contempt Order)	* 45.00
Order/Warrant of Arrest	* 65.00
Other Mandate orders	* 45.00
Order of Seizure	* 90.00
Additional Defendant Served	40.00
With Summons and Complaint	15.00
Each Additional Service	15.00
Order of Attachment	* 85.00
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	* 47.00
Additional Tenant	15.00
Warrant of Eviction	* 112.00
Additional Tenant	30.00
*Additional Fee for serving incarcerated individual	5.00

Mileage Chart

Airport	\$ 17.00	Lisle	\$ 28.00
Binghamton City	6.00	Maine	20.00
Castle Creek	14.00	Marathon	35.00
Center Village	26.00	McClure	30.50
Chenango Bridge	8.50	Murphy Road	12.00
Chenango Forks	16.00	Nanticoke	26.00
City of Binghamton	6.00	Nineveh	28.00
Colesville Road	16.50	North Sanford	33.00
Conklin	12.00	Port Crane	13.00
Conklin Forks	14.00	Port Dickinson	6.00
Corbettsville	16.50	Pierce Creek Road	12.00
Damascus	29.00	Richford	30.50
Deposit	34.00	Ross Corners	14.00
East Maine	20.00	Sanitaria Springs	16.00
Endicott	12.00	Tracey Creek Road	16.50
Endwell	9.50	Triangle	29.00
Glen Aubrey	23.50	Tunnel Road	23.50
Glendale	14.00	Union Center	15.50
Harpursville	24.50	Vestal Center	19.50
Hawleyton	12.00	Vestal	14.00
Johnson City	7.00	West Corners	13.00
Kattelville Road	13.00	Whitney Point	26.00
Killawog	30.50	Windsor	26.00
Kirkwood	13.00		

## 2019 Audit & Control - Weights & Measures

<u>Scales</u>	Fee	<u>Linear field measures</u>	Fee
Up to and including 15 kg (33 lb) capacity:		1 m (39 in) or less	\$ 4
for each of the first five scales per establishment	\$ 20	1+ m (39 in) - 16 m (52 ft)	8
for each scale per establishment after the first five	10	16+ m (52 ft) - 31 m (102 ft)	12
15 kg (33 lb) - 300 kg (661 lb) capacity	40	31+ m (102 ft)	20
301 kg (661 lb) - 1,500 kg (3,307 lb) capacity	100	Fabric measuring devices	20
1,501 kg (3,307 lb) - 7,000 kg (15,432 lb) capacity	140	Wire and cordage measuring devices	40
7,001 kg (15,432 lb) - 23,000 kg (50,706 lb) capacity	160		
23,001 kg (50,706 lb) capacity	200	<u>Taxi meters</u>	
Tank, batch and crane scales	200	Any taxi meter used to calculate the value of a measured ride	\$ 40
 <u>Vehicles</u>		 <u>Stationary petroleum metering systems</u>	
Metering systems 300 L/min (79 gpm) or less	\$ 100	400 L/min (106 gpm) or less	\$ 100
<i>"Re-seal" - adopted by the Broome County Legislature 11/20/11</i>	25	400+ L/min (106 gpm) - 2,000 L/min (528 gpm)	120
Metering systems over 300 L/min (79 gpm)	120	2,000+ L/min (528 gpm) - 4,000 L/min (1,057 gpm)	140
Compartment capacity calibration:		4,000 L/min (1,057 gpm) or more	160
3,000 L (793 gal) or less	\$ 40	<u>Liquid measures and devices</u>	
3,000+ L (793 gal) - 6,000 L (1,585 gal)	80	Liquid measures 20 L (5 gal) or less	\$ 8
6,000+ L (1,585 gal) -12,000 L (3,170 gal)	120	Liquid pump (hand-operated) 20 L (5 gal) or less	20
12,000 L (3,170 gal) or more	240		
 <u>Bulk milk tanks capacity</u>		 <u>Weights - field standard (Class F)</u>	
3,000 L (793 gal) or less	\$ 40	3 kg (7 lb) or less	\$ 8
3,000+ L (793 gal) - 6,000 L (1,585 gal)	80	3 + kg (7 lb) - 30 kg (66 lb)	16
6,000+ L (1,585 gal) -12,000 L (3,170 gal)	120	30 + kg (66 lb) - 300 kg (661 lb)	32
12,000 L (3,170 gal) or more	240	300 + kg (661 lb) - 1,200 kg (2,646 lb)	60
 <u>Timing devices</u>		 <u>Petroleum dispensing and measuring devices</u>	
All commercially used devices where time is a basis for charge	\$ 4	Single dispensing pump	\$ 20
Devices owned or operated by governmental agencies are exempt		Dual dispensing pump	40
		Blend dispensing pump	40
		Grease and oil pump	8



## 2019 Broome County Fee Schedule

<u>Civil Service Exams</u>		<u>Broome County Library</u>		<u>911 Emergency Services</u>	
Open-competitive	\$ 20	Overdues (per day/item)		Wireline phones (per month)	\$35
Promotional	10	Adult materials	\$0.10	Wireless phones (per month)	35
Uniformed OC	30	Print	0.10		
Uniformed Prom	20	CDs	0.10	<u>Public Defender (Court Ordered Hourly Revenue)</u>	
*Unemployed DSS recipients who are primarily responsible for their household may receive waivers		Books on tape	0.10	Misdemeanors	\$60
		Interlibrary loan (ILL)	0.50	Felonies	75
		VC/DVD	1.00	Parole Matters	75
		Children's materials	0.10		
		Print	0.10	<u>Real Property Tax Bill Processing Charges</u>	
<u>Legislature</u>		CDs	0.10	Maintenance	\$ 0.85
Freedom of Information Request (per page)	\$0.25	VC/DVD	1.00	Paper	0.06
FOI CD	2	Maximum fines		Folding	0.05
FOI Photograph (Polaroid)	2	Hardcover books and AV	\$ 10	Stuffing	0.07
FOI Digital Photograph (Standard Paper)	0.28	VC/DVD	20	Sealing	0.07
FOI Digital Photograph (photographic paper)	0.50	Paperbacks and periodicals	5	Printing	0.09
Budget Book (hard copy)	20.00	Youth Services hardcover books	5	Additional Insert	0.07
Budget Book (CD)	2	Interlibrary loan (ILL)	No Limit		
Capital Improvement Program	3.50	Repair for recirculation	Varies	<u>Public Transportation (Bus Fees)</u>	
		Processing fees	10	Regular	\$ 2
<u>Real Property Tax Services</u>		Lost card	3	Transfers	Free
Small Maps	\$ 3	Returned check fee	20	Seniors, Disabled, Veterans (All Day)	1
Large Maps	5	Photocopies (public machines)	.25/copy	One Day Unlimited Ride Pass	5
Planametric Map:		Microfilm Prints	.25/copy	One Week Unlimited Ride Pass	25
Small Maps	3	Computer paper (for public computers)	.15/sheet	31-day Unlimited Ride Pass	70
Large Maps	5	Room Rental (May include additional charges)		31-day Student Pass	44
Full County Maps-Disk	500	Broome County Government	Free	31-day Srs., Disabled, Veterans Pass	44
Title Search Fee	150	City of Binghamton	Free	BC Country	3
Full Sheet Aerial Maps	20	All other agencies or groups	\$30/hour	BC Country Seniors & Disabled	2
Tax Receipt (pick up)	1			BC Lift	3
Tax Receipt (mail or fax)	2				
Copies	0.25				