

# **VILLAGE OF HASTINGS-ON-HUDSON 2010-2011 BUDGET**



**PETER SWIDERSKI**  
Mayor

**BRUCE JENNINGS**  
**MEG WALKER**

Trustees

**JEREMIAH QUINLAN**  
**NICOLA ARMACOST**

**FRANCIS A. FROBEL**  
Village Manager

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March 18, 2010  
Honorable Peter Swiderski, Mayor and Honorable Board of Trustees  
Village of Hastings-on-Hudson  
Municipal Building  
Hastings-on-Hudson, New York 10706

Dear Mayor Swiderski and Members of the Board of Trustees:

I hereby submit for Board of Trustees consideration the 2010-11 Village Manager's General Fund Budget that totals \$12,934,459. At this spending level the budget would require an estimated tax rate of \$233.38. Village assessed values dipped to \$41,952,385 experiencing a decrease of \$319,318.

The budget reflects a comprehensive review of all departmental operations and spending priorities. Given the loss of assessed values and the increasing reliance upon the property tax as the major source for funding the Village's budget, several worthy programs for improved or expanded services were dropped from the budget. This is a disappointment to me given the strong arguments offered by the departments for additional funding, but I realize that taxpayers are already burdened with state, town, school, county, and federal taxes. During the departmental budget process I reduced said requests in excess of \$344,430. Village taxes, while small in comparison with other taxing authorities, offer the greatest potential for local control. We are sensitive to this condition and appreciate the support of Village taxpayers in providing funds for the delivery of necessary municipal services.

The proposed budget (general fund, library, pool, and Draper Park) translates into an overall increase of \$410,517. This represents a 3.2 increase in expenditures and requires a 7.9% increase in local property taxes.

### **BUDGET OVERVIEW: EXPENDITURES**

The Village Budget is more than a financial plan. It is an economic, social and community plan for the future. The budget establishes and sets the quantity of governmental service for an entire year and it puts in motion a future course of action. The budget is the single most important policy statement and management tool developed by public officials.

By general category, listed below are some significant aspects this budget proposes.

**\* Personnel Wages and Salaries:** The budget provides for a yet to be agreed upon wage adjustment for members of Local 456 Highway Department Workers and those employees not represented by a labor organization. The budget also provides for undetermined wage adjustment for members of the Police Department (represented by the Police Benevolent Association). The Village and the police union have not reached agreement on a successor contract which expired May 31, 2009.

We are exploring the feasibility to supplement financial operations through the use of part time, or on call support. This position

would be established to assist in transitioning the part-time treasurer out of financial oversight responsibilities.

### **BUDGET OVERVIEW: REVENUES**

*As mentioned, the Village's assessed taxable property base experienced a slight loss. This means that even if we were offering a budget with no increase in any program, the budget would still require an increase because of the revenue loss.*

*Challenges by property owners through the tax certiorari proceeding, works to reduce the value of properties and hence the tax obligation. This effectively causes a shift to occur in the tax burden. Remember, the Village needs to raise money to provide public service, the goal is to have the basis of that payment fairly appropriated among the various classes of property, any change causes the amount owed by some to increase, while other classes go down. In last year's message I noted that without growth in the value of property (land and buildings) the only viable source for revenue is the property tax. This discouraging trend will have increasingly chilling consequences upon our ability to expand services, hire necessary workers and continue to improve upon the quality of life in the Village. Increased taxes will have a disproportionate negative impact upon property owners as the local tax becomes over-burdensome and consumes a greater portion of disposable income. In the short term this statement depicts the situation in the Village. While residential development on Route 9A was approved, building permits have not yet been issued. While approval was provided for the rehabilitation of 555 Warburton Avenue was granted, only an interior demolition permit has been provided. The vision needed to pull out of this financial restriction is necessary, but there is no relief near-term. The waterfront holds the greatest potential for strengthening the economic health of the Village, but that opportunity is into the future.*

*This year's budget has presented unique challenges. In particular there are several expenditure and revenue items which are out of the immediate fiscal control of the Village. Specifically these include: pension contribution and medical insurance coverage. The budget requires a \$240,000 increase in contribution to fund both the police, civilian and fire department pension plans. This increase alone represents a tax increase of 2.6 percent. The cost to provide medical health insurance requires an increase in premium contribution in the amount of \$38,000 and the payroll tax (Social Security and MTA tax) requires an increase of \$96,000. These three items alone represent an increase in the budget of \$407,000 when compared to last year's appropriation. However, overall the general fund budget is suggested to increase \$403,067 or 3.2% due to steps taken to reduce expenditures.*

*The Village is also faced with declining sales tax and mortgage tax revenues, specifically the sales tax has been reduced downward by \$100,000 and the mortgage tax is anticipated to realize \$75,000 less next year and that which we anticipated to secure this year. Additionally last year we were able to rely on a one-time cash infusion of \$120,000 from monies to offset debt service and that source of revenue no longer exists.*

*Staff had the responsibility to seek out the means of revenue generation to off set certain expenditures that were specific to the service provided. For example, most recently the cost to pick up commercial rubbish, street opening permits, fingerprinting, and several other minor costs were raised. The goal is to have the cost to provide the service covered by the user, rather than the general taxpayer.*

*When the budget was adopted last fiscal year, Board of Trustees agreed with the staff recommendation that hard realistic decisions were needed in terms of projecting anticipated revenues. Because of that approach Hastings on Hudson is in a better position when compared to neighboring communities for the current fiscal year. This conservative sound approach toward estimating revenues worked to our advantage, in a difficult financial environment. This year we have continued that approach by taking a critical look at revenues by anticipating a continuing downward trend.*

### ***Special Project***

*Contained within the operating budget is \$35,000 intended to cover the cost for the second phase of the drafting of the Comprehensive Plan. The Board of Trustees approved the initial award of the contract to Phillips Preiss Shapiro Association in the amount of \$60,000 for the writing of the Plan. The additional money is requested to complete that portion of the project requiring environmental review of the work.*

### ***Capital projects***

*Other Capital improvement projects which would normally appear in the operating budget for funding, are currently being packaged for Board of Trustees consideration as a bond anticipation note. These include purchase of a one ton dump truck complete with plow, salt brine anti-icing equipment (\$81,420).*

*Due to the importance and staff recommendation for the purchase of several major capital equipment items, I wish to provide explanation as to why they were not included for funding. The Department of Public Works, as part of a program of planned replacement of heavy equipment, offered convincing arguments for the purchase of both large and small dump trucks. However, given the competing needs and declining assessed value experienced over the past twelve months it is my recommendation that these purchases be delayed. In the past, mention has been made of the Village's financial position as relates to bonded indebtedness and the limiting affect it has on the capacity to expand upon the delivery of services or to reduce the property tax burden. While interest rates are low and there presently exists a favorable environment for municipal borrowing, the strain this future debt places on the operating budget is too severe for consideration at this time.*

### ***Utilities***

*We believe that because of the steps the Board of Trustees took two years ago to properly fund the cost of utilities, the budget reflects those sound estimates generated through review of the historical trends experienced in the use of natural gas, electricity and water.*

*It was staff time well spent collecting usage data that yielded the ability to make better, more accurate estimates on what the financial needs will be for the next fiscal year as relates to utilities, medical insurance, and the cost of production material (asphalt, salt, motor fuels and service contracts).*

### *Closing Comments*

*This budget should be viewed as a transitional budget. With the deterioration of the revenue base and the heavy dependence upon external revenue sources we must rely upon the willingness of Hastings residents to support the service priorities and expectations we have traditionally provided. Relief will come about when the economic turn-a-round arrives. In the short term we should not take apart sound programs because of this changing economy.*

*Successful communities, during this period of economic turmoil will seek out ways to build sustainable programs. The time for creative thinking has never been more evident than now. Hastings-on-Hudson has fashioned budgets in the past that have relied upon uncovering ways to continue and improve the quality of life for everyone. The goal now is to continue that approach and ensure that as the economy rebuilds this community will continue to be a place where people can afford to live, raise their family and enjoy the many municipal programs and amenities offered. The next twelve months truly presents that challenge as we aggressively uncover funding sources independent of the property tax to ensure that programs do not suffer because of the diminution and inability of the economy to offer revenue sources we have become accustomed having available to us.*

*Many persons are owed a note of thanks for the skillful and conscientious manner they went about the task of developing the budget. Each department prepared a financial plan based upon their needs, with a sensitive awareness of the difficult financial straits the Village is operating. Numbers were checked for accuracy and completeness. Any error found in this document is my responsibility. The Department Heads and I stand prepared to discuss the budget's financial and service level implications during the scheduled Public Hearing and Budget Work Sessions. Staff is prepared to make sure the Board of Trustees receive the quality information needed to set priorities, make judgments and choose among alternatives.*

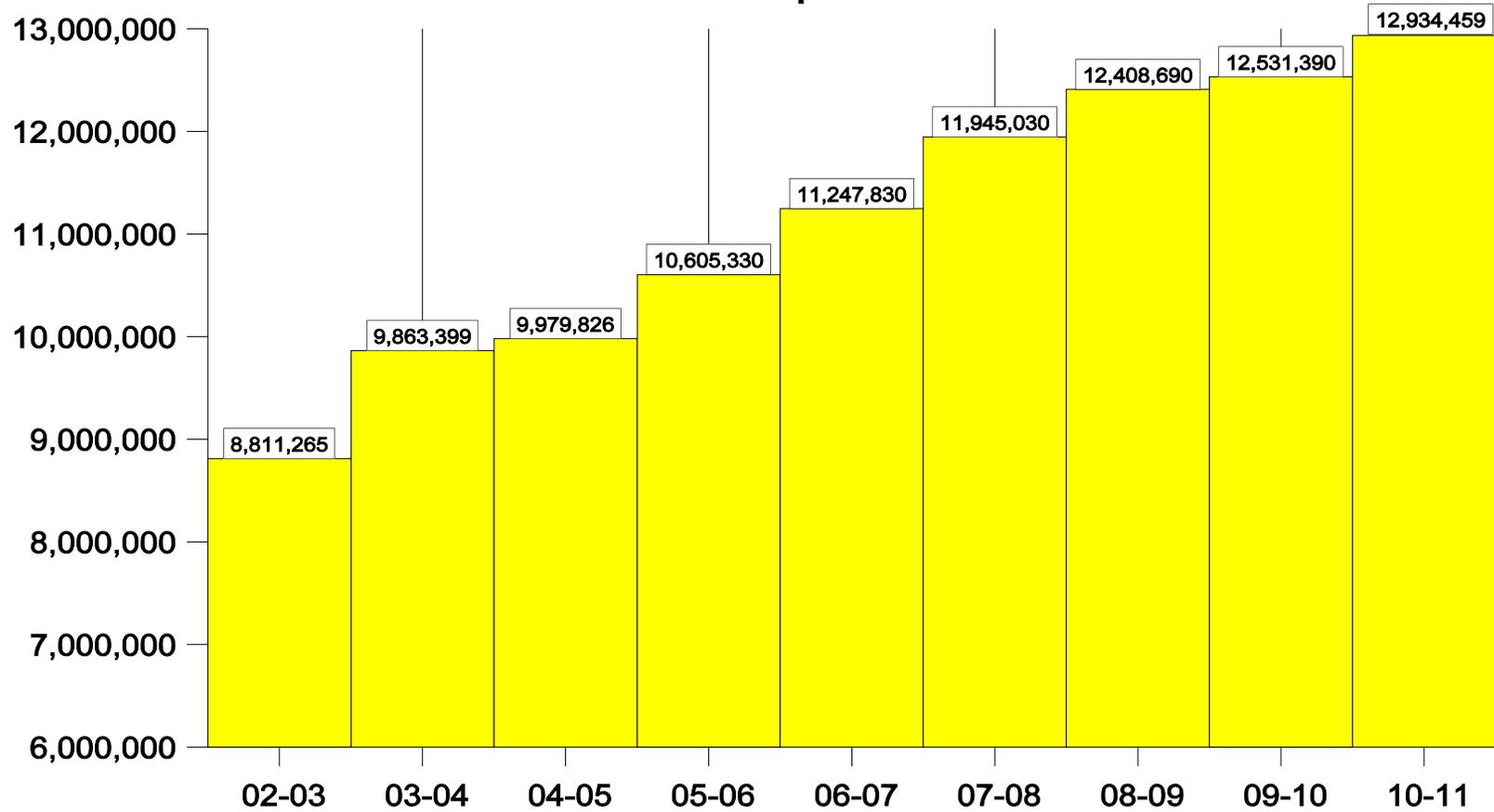
*Respectfully submitted,*

*Francis A. Frobel*

*Village Manager*

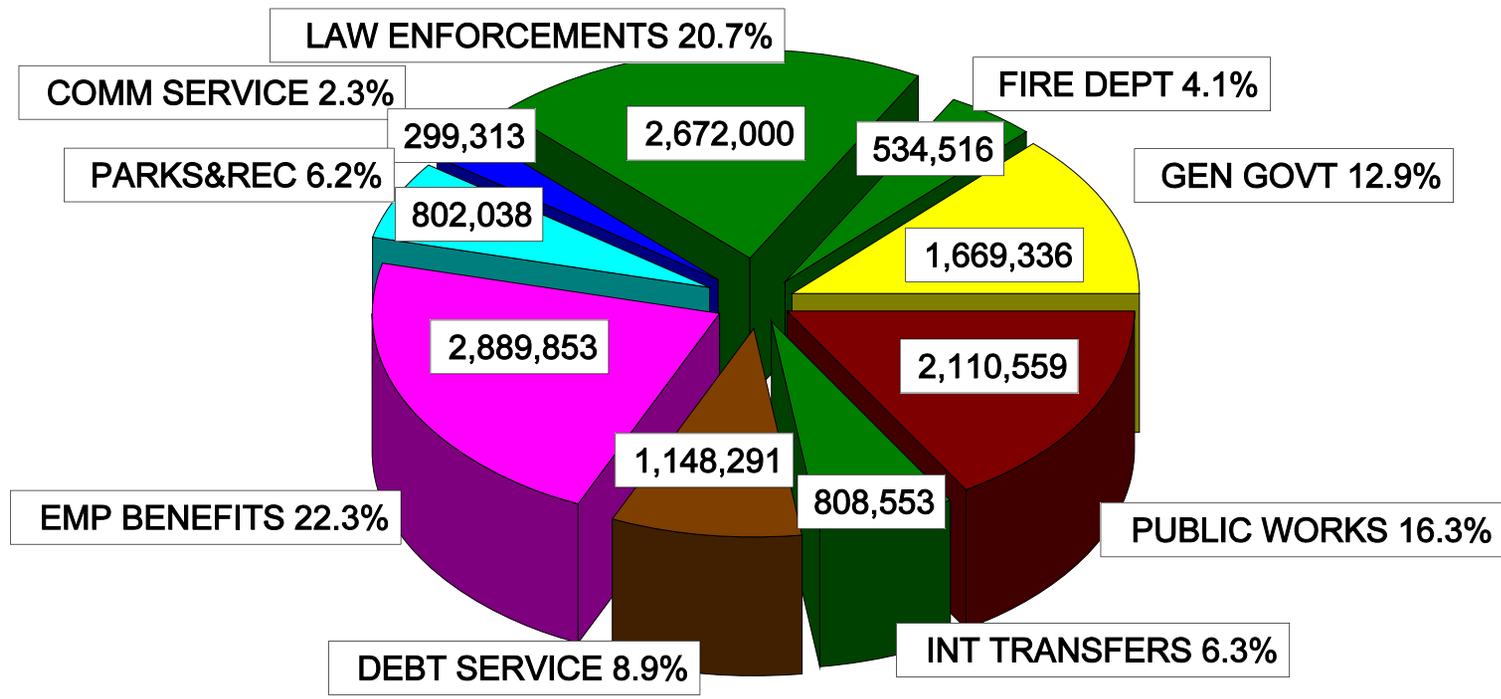
# GENERAL FUND

## Revenues / Expenditures

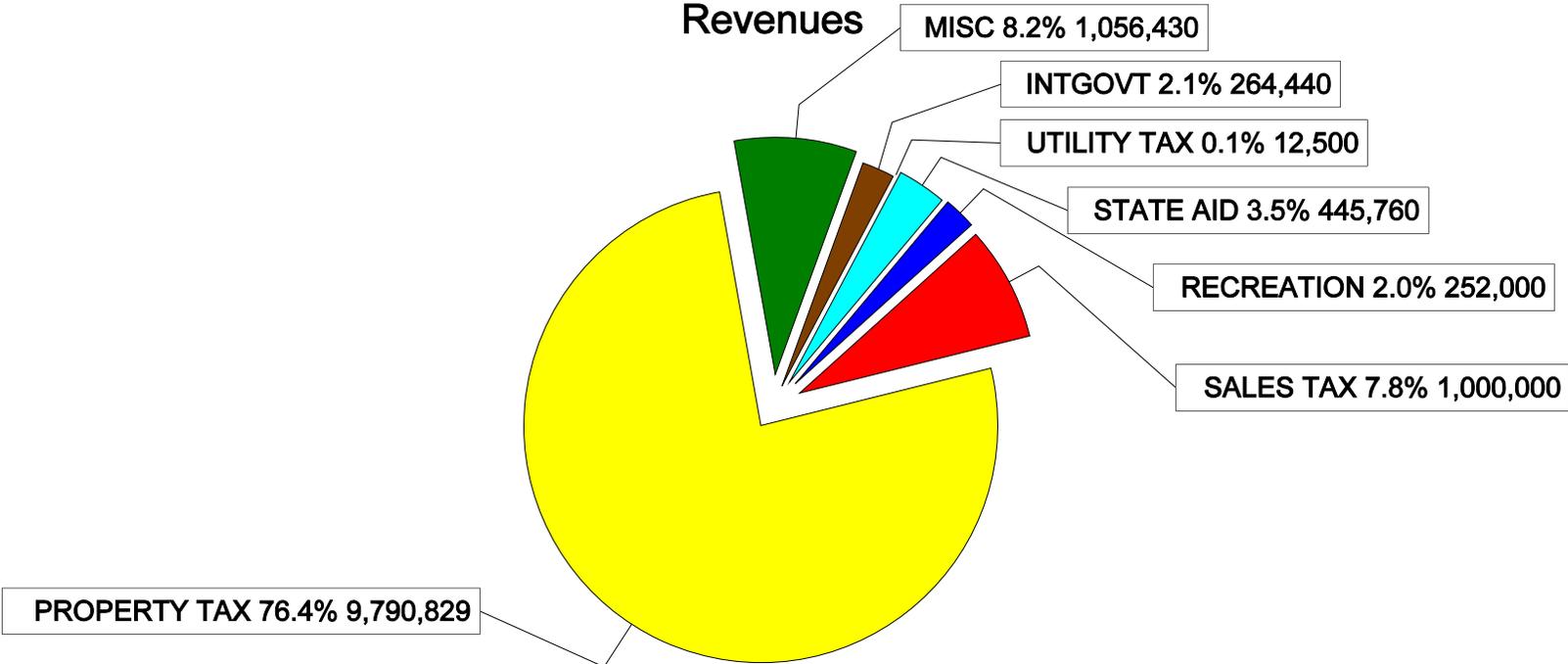


# GENERAL FUND

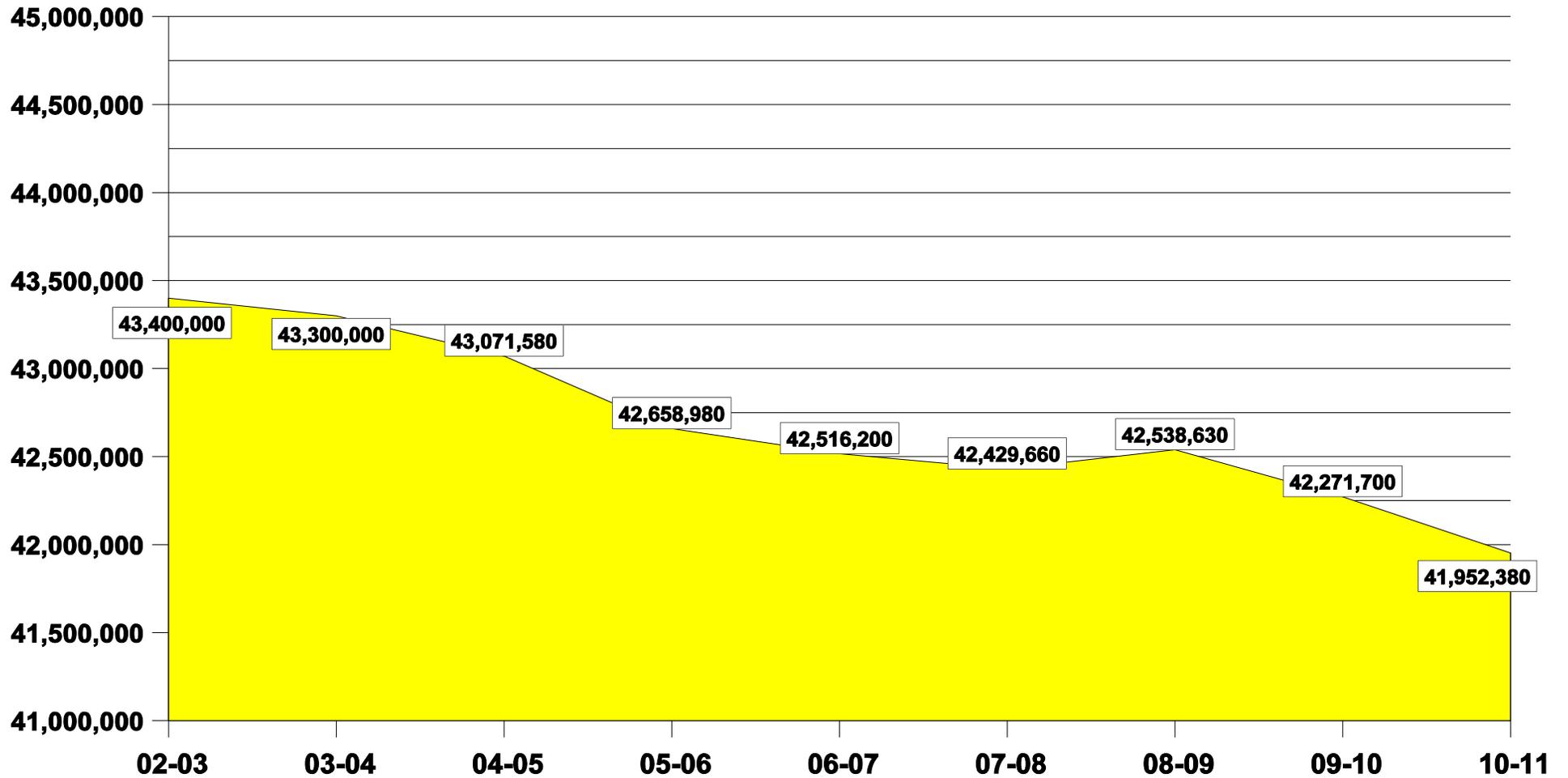
## Expenditures by Function



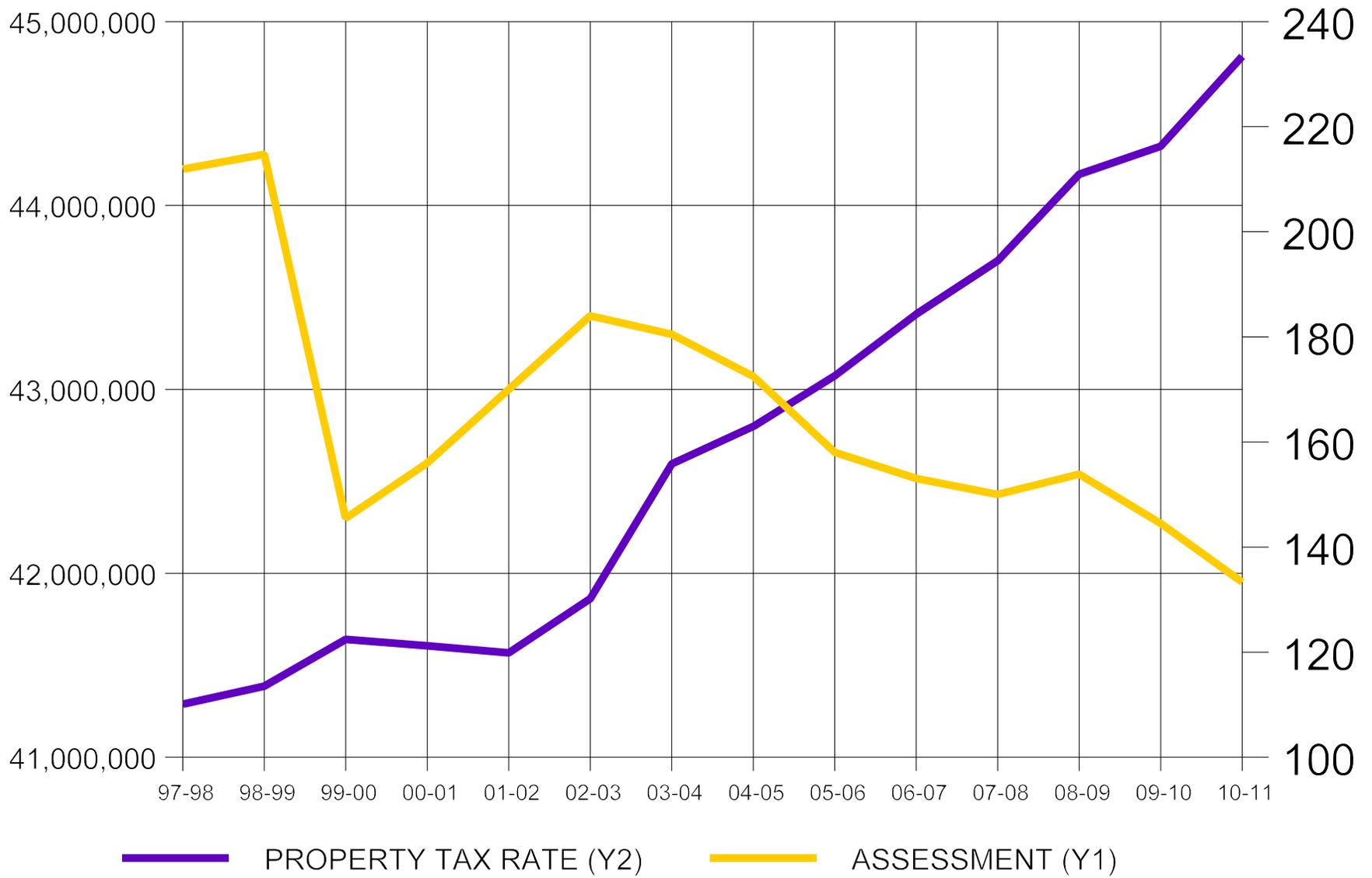
# GENERAL FUND



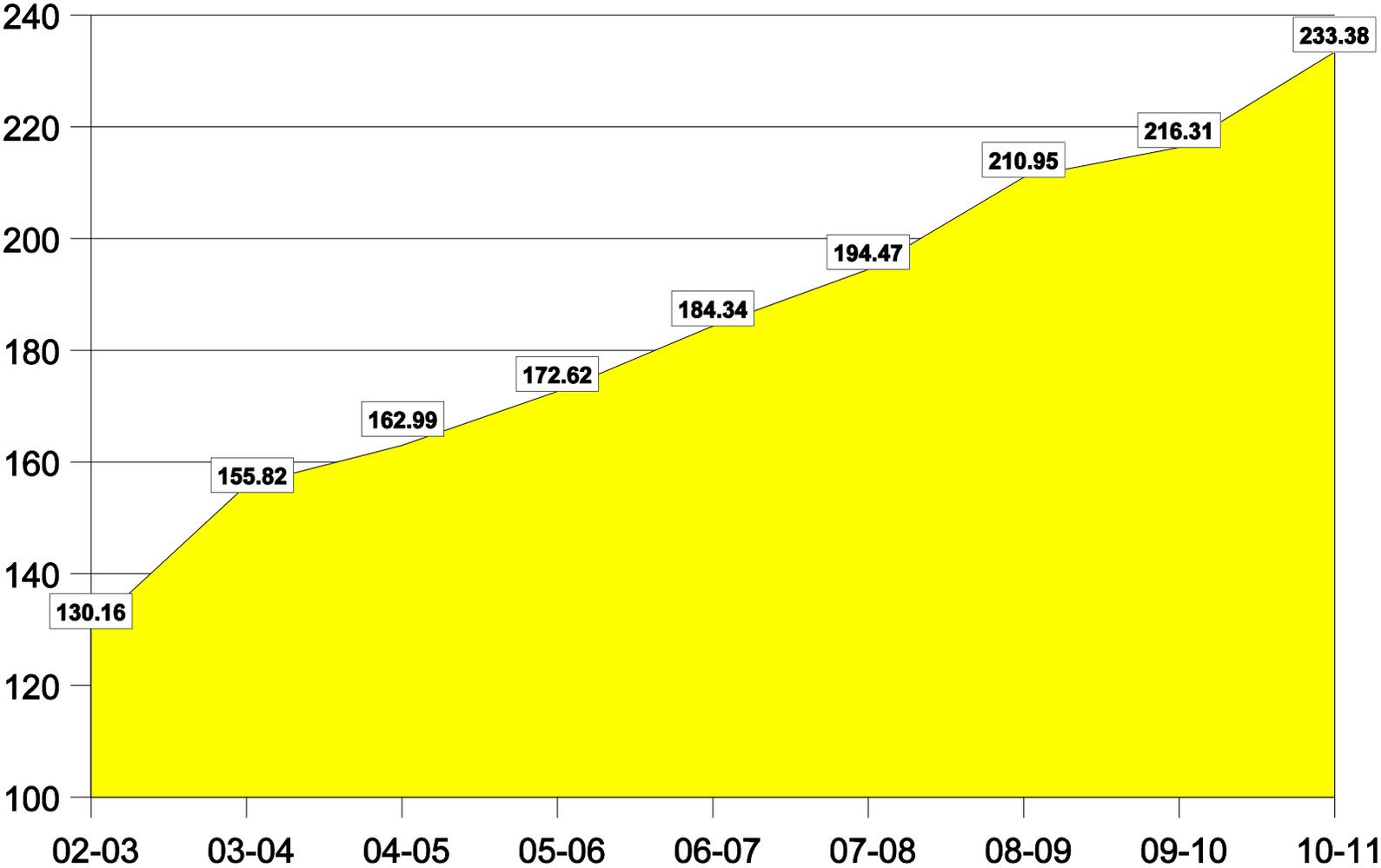
# ASSESSMENT INFORMATION



# ASSESSMENTS VS TAX RATES



# PROPERTY TAX INFORMATION



## AUTHORIZED PERSONNEL

### Mayor and Board of Trustees

Mayor (1)	\$ 4,800
Trustees (4)	2,400

### Village Court

Village Justice (1)	20,000
Acting Justice (1)	4,800
Court Clerk (1)	43,000
Asst. Court Clerk (1)	27,505

### Village Manager

Village Manager (1)	156,725
Secretary /Deputy Clerk(1)	15.00/hr

### Village Treasurer

Payroll Clerk (1)	50,304
Bookkeeper (1) pt	16.80/hr

### Communication/Technology Department

Technology Director/Deputy Treasurer	61,417
Cable TV Director	36,050

### Assessor

Village Assessor (1) pt	21,000
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### Village Clerk

Village Clerk/Deputy Manager (1)	94,622
Administrative Assistant Clerk (1) pt	12.00/15.00/hr

### Police Department

Police Chief (1)	135,827
Lieutenant (1)	109,719
Sergeants (4)	101,669
Detectives (2)	101,669

### Police Department (cont.)

Police Gr. 1 (13)	91,338
Gr. 2 (0)	75,668
Gr. 3 (0)	60,000
Gr. 4 (0)	44,331
Gr. 5 (0)	28,662
Police Matron (1) pt	10.00/hr
Meter Man (1) pt	12.92/hr
PEO (1) pt.	12.42/hr
PEO (2) pt.	10.76/hr

### Building Department

Building Inspector	100,320
Dep. Inspector (1) pt	20,546
Fire Inspector (1) pt	17,686
Bldg Dept Asst (1)	57,176

### Public Works

Superintendent (1)	107,318
Lead Mechanic (1)	81,963
Mechanic Helper (1)	61,793
Hvy MEO (1)	68,071
Hvy MEO II (0)	66,709
MEO (4)	66,071
Laborer 1 (6)	61,793
Laborer 2 (3)	49,104
Laborer 3 (0)	31,397
Skilled Laborer (1)pt	25.94/hr
Skilled Laborer (1)ft	63,912

**Parks and Recreation**

Superintendent (1)	96,554
Recreation Supervisor (1)	55,301
Recreation Assistant (1)	37,971
Recreation Assistant (1) pt	10.00-20.00/hr
Parks Foreman (1)	53,950
Seasonal (All Programs)	25.00/hr

**Community Services**

Youth Service Director (1)	83,456
Youth Advocate (1)	48,898
YES Director (1) pt	17,800
Senior Outreach (1) pt	18,359

**Fire Department**

Fire Department Secretary (1)	34,910
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**Library**

Library Director (1)	88,400
Librarian II (1)	62,500
Librarian II (1)	54,600
Librarian II (1) pt	31,700
Librarian I (3) pt	20.00-22.50/hr
Clerk (1)	34,350
Clerks (11) pt	11.00-23.00/hr
Pages (5) pt	8.00-10.00/hr
Custodian (1) pt	14.00/hr

**TOTAL FULL-TIME**

<b>General Government</b>	<b>9</b>
<b>Public Safety</b>	<b>22</b>
<b>Public Works</b>	<b>18</b>
<b>Community Service</b>	<b>2</b>
<b>Parks and Recreation</b>	<b>4</b>
<b>Library</b>	<b>4</b>
	<hr/>
	<b>59</b>

**TOTAL PART-TIME/SEASONAL 204**

**ALL DEPARTMENTS 263**

SUMMARY OF ALL OPERATING BUDGETS

MEANS OF FINANCING

PROPERTY TAX	9,790,829
STATE AID	447,760
SALES TAX	1,000,000
RE-APPROPRIATED SURPLUS	6,000
OTHER	2,854,950
<b>TOTAL \$</b>	<b>14,099,539</b>

ESTIMATED REQUIREMENTS

GENERAL FUND	12,934,459
POOL FUND	345,277
LIBRARY FUND	788,803
DRAPER FUND	31,000
<b>TOTAL \$</b>	<b>14,099,539</b>

FRINGE BENEFITS ALLOCATIONS

	<u>PERSONAL SERVICES</u>	<u>FRINGE BENEFITS</u>	<u>TOTAL COST</u>
GENERAL GOVERNMENT SUPPORT SERVICES	633,284	346,657	979,941
PUBLIC SAFETY-POLICE	2,500,056	1,368,520	3,868,576
PUBLIC SAFETY-FIRE	51,916	28,419	80,335
PUBLIC WORKS	1,409,469	771,537	2,181,006
COMMUNITY SERVICES	150,763	82,527	233,290
PARKS & RECREATION	533,789	292,194	825,983
<b>TOTALS</b>	<b>5,279,277</b>	<b>2,889,853</b>	<b>8,169,130</b>

LIBRARY	392,032	111,500	<b>503,532</b>
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POOL	148,801	11600	<b>160,401</b>
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SECTION C

GENERAL FUND

GENERAL FUND SUMMARY

<u>ESTIMATED REQUIREMENT</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
GENERAL GOVERNMENT SUPPORT SERVICES	1,669,336	5,454	
PUBLIC SAFETY	3,206,516	(166,229)	
PUBLIC WORKS	2,110,559	(8,159)	
COMMUNITY SERVICES	299,313	(35,672)	
PARKS AND RECREATION	802,038	26,684	
EMPLOYEE BENEFITS	2,889,853	371,271	
DEBT SERVICE	1,148,291	31,450	
INTERFUND TRANSFERS POOL FUND	0	0	
INTERFUND TRANSFERS CAPITAL FUND	40,000	(35,000)	
INTERFUND TRANSFERS LIBRARY FUND	768,553	2,373	
<b>TOTALS \$</b>	<b>12,934,459</b>	<b>192,172</b>	

MEANS OF FINANCING

PROPERTY TAX ( \$233.38 PER \$1,000 )	9,790,829	647,184	
UTILITY GROSS RECEIPT TAX	125,000	5,000	
STATE AID	445,760	(52,400)	
SALES TAX	1,000,000	(100,000)	
INTER- GOVERNMENTAL CHARGES	264,440	7,376	
CULTURE AND RECREATION	252,000	4,000	
MISCELLANEOUS	1,056,430	(197,895)	
APPROPRIATED SURPLUS	0	0	
INTERFUND TRANSFER (DEBT SERVICE)	0	(121,093)	
<b>TOTALS \$</b>	<b>12,934,459</b>	<b>192,172</b>	

**GENERAL FUND****DETAILED REVENUE SUMMARY**

<b>ESTIMATED REQUIREMENT</b>	<b>RECEIVED 2008-09</b>	<b>BUDGET 2009-10</b>	<b>MANAGER ' S RECOMMENDED 20010-11</b>	<b>INCREASE (DECREASE)</b>	<b>ADOPTED</b>
IN LIEU OF TAXES	65,000	65,000	65,000	0	
PROPERTY TAX	8,972,485	9,143,645	9,790,829	647,184	
PROPERTY SALES / PENALTIES	37,261	30,000	30,000	0	
NON-PROPERTY TAX ITEMS	157,155	120,000	125,000	5,000	
DEPARTMENTAL INCOME	10,265	15,030	15,030	0	
PUBLIC SAFETY	79,496	68,000	73,000	5,000	
TRANSPORTATION	301,058	305,000	305,000	0	
CULTURE & RECREATION	229,980	248,000	252,000	4,000	
HOME & COMMUNITY SERVICE	87,860	74,500	64,500	(10,000)	
INTER-GOVERNMENTAL CHARGE	249,056	257,064	264,440	7,376	
USE MONEY & PROPERTY	81,030	103,100	114,100	11,000	
LICENSES & PERMITS	170,571	135,800	140,800	5,000	
FINES & FORFEITED BAIL	189,953	220,000	220,000	0	
SALES & COMPENSATION	4,158	12,000	12,000	0	
MISCELLANEOUS	72,940	0	2,000	2,000	
UNCLASSIFIED	5,522	15,000	15,000	0	
STATE AND FEDERAL AID	474,515	498,160	445,760	(52,400)	
APPROPRIATED SURPLUS	0	0	0	0	
SALES TAXES	999,924	1,100,000	1,000,000	(100,000)	
RESERVE FOR PY ENCUMBRANCES	0	210,895	0	(210,895)	
INTERFUND TRANSFER-(DEBT SERVICE)	0	121,093	0	(121,093)	
<b>TOTALS \$</b>	<b>12,188,229</b>	<b>12,742,287</b>	<b>12,934,459</b>	<b>192,172</b>	

GENERAL GOVERNMENT SUPPORT SERVICES

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A1010 BOARD OF TRUSTEES	9,685	9,800	9,800	0	
A1020 MAYOR	4,800	4,900	5,300	400	
A1110 VILLAGE COURT	144,147	144,390	139,527	(4,863)	
A1230 VILLAGE MANAGER	227,760	226,802	183,125	(43,677)	
A1325 TREASURER	112,057	114,604	114,604	0	
A1355 ASSESSMENT	20,500	21,100	21,100	0	
A1410 VILLAGE CLERK	196,810	182,386	171,553	(10,833)	
A1420 LAW	129,508	118,600	118,600	0	
A1440 ENGINEER	450	2,500	2,500	0	
A1450 ELECTION	3,390	3,910	3,910	0	
A1620 MUNICIPAL BUILDING	112,218	117,539	118,000	461	
A1650 CENTRAL COMMUNICATION	191,060	208,917	206,417	(2,500)	
A1900 SPECIAL ITEMS	398,589	508,434	574,900	66,466	
<b>TOTAL \$</b>	<b>1,550,974</b>	<b>1,663,882</b>	<b>1,669,336</b>	<b>5,454</b>	

EXPENDITURES BY OBJECT

1 PERSONAL SERVICES	741,799	723,690	633,284	(90,406)	
2 EQUIPMENT	39,013	50,000	50,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSE	770,162	890,192	986,052	95,860	
<b>TOTAL \$</b>	<b>1,550,974</b>	<b>1,663,882</b>	<b>1,669,336</b>	<b>5,454</b>	

BOARD OF TRUSTEES ( A-1010)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	9,600	9,600	9,600	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	85	200	200	0	
<b>TOTALS \$</b>	<b>9,685</b>	<b>9,800</b>	<b>9,800</b>	<b>0</b>	

PROGRAM DESCRIPTION

The Board of Trustees is the legislative body of the Village. The Board establishes policy, enacts laws, approves contracts, adopts the Village budget, and engages in other activities as required by State or local law. The Board is composed of a Mayor and four Trustees elected at large for two-year staggered terms. Personal services represent the Trustees' salaries at \$2400/ year.

Contractual expenses within this program include travel and other miscellaneous expenses. Recently enacted state law requires the members of the Planning Board and the Zoning Board of Appeals to participate in a minimum of four hours per year of training and continuing education. The Board of Trustees has self-imposed a similar requirement upon newly-elected members of the Board of Trustees. The budget offers funding to permit that opportunity.

MAYOR (A-1020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	4,800	4,800	4,800	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	100	500	400	
<b>TOTALS \$</b>	<b>4,800</b>	<b>4,900</b>	<b>5,300</b>	<b>400</b>	

PROGRAM DESCRIPTION

The Mayor is the policy leader of the Village and is the head of the Village Government. The Mayor presides over meetings and public hearings of the Board of Trustees and represents the Village before the State and Federal governments.

Personal services represent the Mayor's salary at \$ 4,800/year.

Contractual expenses within this program include travel.

VILLAGE COURT (A-1110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	104,434	103,205	103,205	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	39,713	41,185	36,322	(4,863)	
<b>TOTALS \$</b>	<b>144,147</b>	<b>144,390</b>	<b>139,527</b>	<b>(4,863)</b>	

PROGRAM DESCRIPTION

All judicial functions at the local Village government level are vested in the Village Court which is presided over by an elected Village Justice assisted by an appointed Acting Village Justice. The clerical functions of the Court are handled by a Court Clerk and an Assistant Court Clerk.

Contractual expenses are for stenographic, interpreter and jurors fees, office supplies, materials for the Court, computer and processing of parking tickets.

A portion of the fees collected by the Village Court is retained by the Village to cover a portion of the court expense.

VILLAGE MANAGER (A-1230)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	216,510	215,402	171,725	(43,677)	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	11,250	11,400	11,400	0	
<b>TOTALS \$</b>	<b>227,760</b>	<b>226,802</b>	<b>183,125</b>	<b>(43,677)</b>	

PROGRAM DESCRIPTION

The Village Manager is appointed by and is directly responsible to the Village Board of Trustees. He is the Chief Executive Officer of the Village and is responsible for administrative affairs, keeping the Board of Trustees advised on administrative and fiscal matters, properly executing all policies established by the Trustees, and enforcing local laws.

The Manager's budget includes the salaries of the Village Manager and a part-time Secretary.

Contractual expenses are for conferences, supplies and the Village Manager's library of professional and training materials for use by all departments.

**TREASURER (A-1325)**

<b><u>CLASSIFICATION</u></b>	<b><u>EXPENDED 2008-09</u></b>	<b><u>BUDGET 2009-10</u></b>	<b><u>MANAGER'S RECOMMENDED 2010-11</u></b>	<b><u>INCREASE (DECREASE)</u></b>	<b><u>ADOPTED</u></b>
1 PERSONAL SERVICES	67,057	65,304	65,304	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	45,000	49,300	49,300	0	
<b>TOTALS \$</b>	<b>112,057</b>	<b>114,604</b>	<b>114,604</b>	<b>0</b>	

**PROGRAM DESCRIPTION**

This function is responsible for exercising control over various financial aspects of Village operations through the accounting process. The Treasurer supervises the treasury and fixed accounts of the Village. The duties include the handling of all investments of public funds, administering of the Village debts, and arrangement of Village bond sales. The program is staffed by the Assistant Treasurer, Payroll Clerk, and a Bookkeeper assigned part-time at approximately twenty (20) hours per week. Contractual expenses are for outside independent audits, implementation of GASB 34, quarterly audit of accounts and maintenance of office equipment. It is recommended that the position of treasurer continue to remain vacant for a duration of the budget cycle. Treasury duties presently are shared among the Village Manager, Deputy Manager, and Deputy Treasurer. Presently staff is exploring the need for retaining supplemental part-time (on call) staff to assist in offering oversight with regard to financial management and, perhaps, shared treasurer functions with a neighboring community.

ASSESSMENT (A-1355)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	20,500	21,000	21,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	100	100	0	
<b>TOTALS \$</b>	<b>20,500</b>	<b>21,100</b>	<b>21,100</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program is responsible for conducting field inspections on properties and making recommendations as to a fair and equitable assessment of all taxable properties in the Village.

In addition, the Assessor appears at hearings of the Board of Assessment Review and Small Claims filings.

Personal services are budgeted to account for the part-time Assessor at \$21,000.

Contractual expenses represent supplies and materials.

VILLAGE CLERK (A-1410)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	150,214	145,297	136,153	(9,144)	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	46,596	37,089	35,400	(1,689)	
<b>TOTALS \$</b>	<b>196,810</b>	<b>182,386</b>	<b>171,553</b>	<b>(10,833)</b>	

PROGRAM DESCRIPTION

The Village Clerk is responsible for the custody of all records and papers of the Village, official reports and communications, the supervision of Village elections, and the maintenance of all minutes and proceedings of the Board of Trustees and other Boards and Commissions.

This program is staffed by the Village Clerk (who is also the Deputy Village Manager), and two part-time office clerks.

Contractual expenses are for office supplies, postage, printing, legal advertising and reproduction supplies.

LAW (A-1420)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	129,508	118,600	118,600	0	
<b>TOTALS \$</b>	<b>129,508</b>	<b>118,600</b>	<b>118,600</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides all legal services for the Village. The part-time Village Attorney serves on a retainer as legal advisor to the Board, Village Manager, and all departments and offices of the Village; represents the Village in all lawsuits filed by or against the Village; and provides an attorney for the prosecution of violations of local laws and codes.

The District Attorney's office provides prosecution services for all other violations.

Contractual expenses represent the Village Attorney and staff (\$72,500) and special outside counsel fees (\$45,000) as needed.

ENGINEER (A-1440)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	450	2,500	2,500	0	
<b>TOTALS \$</b>	<b>450</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program represents outside engineering review and services for Village Departments as needed.

ELECTION ( A-1450)

<u>CLASSIFICATION</u>	<u>EXPENDED 2007-08</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	2,930	3,080	3,080	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	460	830	830	0	
<b>TOTALS \$</b>	<b>3,390</b>	<b>3,910</b>	<b>3,910</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides for the conduct of elections under the supervision of the Village Clerk. This includes recruiting and training election inspectors, setting up voting machines, and canvassing of votes.

Contractual expenses represent printing costs and voting machine rentals.

MUNICIPAL BUILDING (A1620)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	56,150	49,585	12,000	(37,585)	
2 EQUIPMENT0	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	56,068	67,954	106,000	38,046	
<b>TOTALS \$</b>	<b>112,218</b>	<b>117,539</b>	<b>118,000</b>	<b>461</b>	

PROGRAM DESCRIPTION

The program represents the maintenance, repair and operations of the Municipal Building.

Contractual expenses are for utilities and maintenance supplies. This budget reflects the establishment of outside cleaning services. We have two part time employees who empty the trash cans and fill the paper goods in the Municipal Building and the Library.

CENTRAL COMMUNICATION & TECHNOLOGY (A1650)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	109,604	106,417	106,417	0	
2 EQUIPMENT	39,013	50,000	50,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	42,443	52,500	50,000	(2,500)	
<b>TOTALS \$</b>	<b>191,060</b>	<b>208,917</b>	<b>206,417</b>	<b>(2,500)</b>	

PROGRAM DESCRIPTION

The program represents all communication services for the Village as well as maintenance, support and upgrades to all department computer systems. It also administers WHOH-TV Channel 75 & WHOH-AM 1620 AM radio. It maintains and updates village servers for Hastingsgov.org as well as maintains the e-mail information listserve. It produces the annual Village Calendar that is given to all Village households. Personal Services represents a Technology Director/Deputy Village Treasurer and Cable TV Station Director. Equipment represents the purchase of new computers, upgrades to the current systems as well as purchase of software and annual maintenance of existing software. Contractual expenses are for telephone costs, Internet, and communications improvements.

SPECIAL ITEMS (A-1900)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A1910.4 UNALLOCATED INSURANCE	255,826	235,300	235,300	0	
A1920.4 MUNICIPAL ASSOC DUES	8,919	9,600	9,600	0	
A1930.0 JUDGEMENT & CLAIMS	91,336	32,500	30,000	(2,500)	
A1950.4 TAXES ON VILLAGE PROPERTY	22,986	25,000	25,000	0	
A1980.4 PROVISION FOR UN-COLLECTED TAXES	0	5,000	5,000	0	
A1960.4 NEWSLETTER	10,232	10,000	10,000	0	
A19825 EMPLOYEE TUITION PROGRAM	0	5,000	5,000	0	
A1990.4 CONTINGENCY	0	181,034	250,000	68,966	
A1970.4 E T P A	9,290	5,000	5,000	0	
<b>TOTALS \$</b>	<b>398,589</b>	<b>508,434</b>	<b>574,900</b>	<b>66,466</b>	

PROGRAM DESCRIPTION

This budget represents various expenses applicable Village-wide. The provision for uncollected taxes is \$5,000 to contribute to the reserve fund established in 1992. ETPA is budgeted at \$ 5,000 payment to N.Y.S. Housing and Community Renewal as required by law. The contingency fund is budgeted at \$250,000 and represents 2.0% of the General Fund Budget. The cost of the annual report (calender) is reflected in this account along with an employee tuition reimbursement program. Funding is included for the employee assistance program designed to provide a referral service for personal needs for our employees and their families.

PUBLIC SAFETY

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A3120 POLICE	2,552,648	2,545,966	2,434,184	(111,782)	
A3150 JAIL	2,797	2,200	2,200	0	
A3310 TRAFFIC CONTROL	1,509	524	1,000	476	
A3320 ON STREET PARKING	40,936	54,120	54,424	304	
A34101 FIRE DEPT ALARM	1,388	5,169	10,000	4,831	
A34102 HOOK AND LADDER	44,044	94,421	57,050	(37,371)	
A34103 FIRE DEPT OTHER	130,023	281,204	250,400	(30,804)	
A34104 HYDRANT RENTAL	140,985	130,000	140,000	10,000	
A34105 FIRE PREVENTION	55,514	59,862	59,716	(146)	
A3620 SAFETY INSPECTION	180,307	180,172	180,192	20	
A4540 AMBULANCE	7,067	19,107	17,350	(1,757)	
<b>TOTAL \$</b>	<b>3,157,218</b>	<b>3,372,745</b>	<b>3,206,516</b>	<b>(166,229)</b>	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	2,700,283	2,642,534	2,551,972	(90,562)	
2 EQUIPMENT	23,148	27,407	57,100	29,693	
3 CAPITAL OUTLAY	7,050	97,331	49,069	(48,262)	
4 CONTRACTUAL EXPENSE	426,737	605,473	548,375	(57,098)	
<b>TOTAL \$</b>	<b>3,157,218</b>	<b>3,372,745</b>	<b>3,206,516</b>	<b>(166,229)</b>	

POLICE (A3120)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	2,434,196	2,362,752	2,272,190	(90,562)	
2 EQUIPMENT	2,042	0	0	0	
3 CAPITAL OUTLAY	0	46,170	29,069	(17,101)	
4 CONTRACTUAL EXPENSES	116,410	137,044	132,925	(4,119)	
<b>TOTALS \$</b>	<b>2,552,648</b>	<b>2,545,966</b>	<b>2,434,184</b>	<b>(111,782)</b>	

PROGRAM DESCRIPTION

The Police Department is the law enforcement section of the Village government. Primary activities include the prevention and detection of crime, enforcement of the traffic laws, answering calls for assistance and other special assignments. The Village continues to have one of the lowest crime rates in Westchester county according to FBI statistics.

Authorized staffing includes one (1) Chief, one (1) Lieutenant, four (4) Sergeants, two (2) Detectives, and thirteen (13) Police Officers. Also included is the cost of the school crossing guard program at five (5) locations.

Contractual expenses include vehicle maintenance and operation, teletype expenses, travel, tuition, office supplies, uniforms, physicals, training and leased vehicles.

JAIL ( A-3150)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	2,485	2,000	2,000	0	
2 EQUIPMENT	231	100	100	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	81	100	100	0	
<b>TOTALS \$</b>	<b>2,797</b>	<b>2,200</b>	<b>2,200</b>	<b>0</b>	

PROGRAM DESCRIPTION

Funding for this program represents the cost of a matron and food for prisoners.

TRAFFIC CONTROL (A-3310)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,509	524	1,000	476	
<b>TOTALS \$</b>	<b>1,509</b>	<b>524</b>	<b>1,000</b>	<b>476</b>	

PROGRAM DESCRIPTION

This program provides expenses relating to signs and line painting for traffic and parking.

All crosswalks are painted when needed. Plans include use of an outside painting contractor to

perform the work for the Village. Use of the Village's line stripping machine has proven to be unreliable.

Through the use of outside vendor we can be assured that our road stripping will be done in a timely manner.

ON -STREET PARKING (A-3320)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	31,992	47,824	47,824	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	8,944	6,296	6,600	304	
<b>TOTALS \$</b>	<b>40,936</b>	<b>54,120</b>	<b>54,424</b>	<b>304</b>	

PROGRAM DESCRIPTION

This program is responsible for the enforcement of parking, maintenance of meters and collections.

It is staffed by a part-time meter repairman and two part-time Parking Enforcement Officers.

Capital outlay includes a request for funds to continue the process of retro-fitting the mechanical and electronic parking meters with a new coin receptor. This will ease the collecting of coins from the meters.

The user will not experience any change in the use of the meter, which will improve in the speed and security of the collection process.

FIRE DEPARTMENT-ALARM (A-3410)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,388	5,169	10,000	4,831	
<b>TOTALS \$</b>	<b>1,388</b>	<b>5,169</b>	<b>10,000</b>	<b>4,831</b>	

PROGRAM DESCRIPTION

This program is responsible for the maintenance of the fire alarm and emergency siren system.

HOOK AND LADDER ( A-3411)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	1,178	2,000	2,000	0	
3 CAPITAL OUTLAY	7,050	51,161	20,000	(31,161)	
4 CONTRACTUAL EXPENSE	35,816	41,260	35,050	(6,210)	
<b>TOTALS \$</b>	<b>44,044</b>	<b>94,421</b>	<b>57,050</b>	<b>(37,371)</b>	

PROGRAM DESCRIPTION

This program provides maintenance of the Village-owned Hook and Ladder Building.

Capital outlay provides for building maintenance. Much work needs to be undertaken to preserve this historic 1927 building. Needed repairs include brick repointing, roof repair and fire escape iron work.

Contractual expenses represent utility costs and building maintenance. Staff continues to work to preserve the structure. Most recently, engineering work was undertaken to determine the cause for the sinking of the floor and repairs were made. With the purchase of a new ladder truck, further modifications to the building will need to be undertaken.

FIRE DEPARTMENT -OTHER ( A3412)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	17,320	20,807	50,000	29,193	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	112,703	260,397	200,400	(59,997)	
<b>TOTALS \$</b>	<b>130,023</b>	<b>281,204</b>	<b>250,400</b>	<b>(30,804)</b>	

PROGRAM DESCRIPTION

This program represents expenses for fire suppression activities among all the departments .

Equipment expenditures represent continuation of the program to upgrade fire equipment.

Contractual expenses are for equipment maintenance, the allocation of fire contract (Donald Park District) funds, the annual inspection and miscellaneous supplies.

HYDRANT RENTAL (A-3413)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	140,985	130,000	140,000	10,000	
<b>TOTALS \$</b>	<b>140,985</b>	<b>130,000</b>	<b>140,000</b>	<b>10,000</b>	

PROGRAM DESCRIPTION

This program represents the rental of 225 hydrants from United Water Company for fire suppression activities.

FIRE PREVENTION (A-3414)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	52,596	51,916	51,916	0	
2 EQUIPMENT	1,065	2,000	2,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,853	5,946	5,800	(146)	
<b>TOTALS \$</b>	<b>55,514</b>	<b>59,862</b>	<b>59,716</b>	<b>(146)</b>	

PROGRAM DESCRIPTION

This program is responsible for inspection and enforcement of the Fire Prevention Code as well as coordination of the Life Safety Inspection Program (LSIP).

It is staffed by a part-time Fire Inspector and the secretary assigned full time to the fire department.

Over one hundred (100) inspections were completed in 2009.

Equipment is for updated manuals and updated equipment for fire prevention/detection.

Contractual expenses represent fire prevention supplies and materials.

SAFETY INSPECTION (A-3620)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	179,014	178,042	178,042	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,293	2,130	2,150	0	
<b>TOTALS \$</b>	<b>180,307</b>	<b>180,172</b>	<b>180,192</b>	<b>0</b>	

PROGRAM DESCRIPTION

This department is responsible for the administration and enforcement of all building, housing and fire codes and provides staff assistance to the Planning and Zoning Boards and the Architectural Review Board. It is staffed by the Building Official, Deputy Building Inspector (part-time) and a Secretary shared with the Public Works Department. Contractual expenses represent office supplies and travel.

AMBULANCE SERVICE (A-4540)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER 'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	1,312	2,500	3,000	500	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	5,755	16,607	14,350	(2,257)	
<b>TOTALS \$</b>	<b>7,067</b>	<b>19,107</b>	<b>17,350</b>	<b>(1,757)</b>	

PROGRAM DESCRIPTION

This program provides emergency medical response and rescue activities.

Contractual expenses represent fuel, medical supplies, clothing replacement and building rental.

Equipment purchase is for replacement oxygen bottles.

PUBLIC WORKS

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A5010 ADMINISTRATION	122,143	122,508	122,508	0	
A5110 STREET MAINTENANCE	346,765	395,069	404,925	9,856	
A5132 GARAGE	233,429	269,464	280,341	10,877	
A5142 SNOW REMOVAL	166,466	88,589	88,000	(589)	
A5182 STREET LIGHTING	165,735	145,456	144,880	(576)	
A8120 SANITARY SEWER	20,084	15,404	15,350	(54)	
A8140 STORM SEWER	48,915	30,200	30,200	0	
A8160 REFUSE COLLECTION	705,892	854,347	837,459	(16,888)	
A8170 STREET CLEANING	78,091	76,574	76,296	(278)	
A8560 SHADE TREES	108,763	121,107	110,600	(10,507)	
<b>TOTAL \$</b>	<b>1,996,283</b>	<b>2,118,718</b>	<b>2,110,559</b>	<b>(8,159)</b>	

EXPENDITURES BY OBJECT

1 PERSONAL SERVICES	1,307,380	1,409,469	1,409,469	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	3,000	26,400	23,400	
4 CONTRACTUAL EXPENSE	688,903	706,249	674,690	(31,559)	
<b>TOTAL \$</b>	<b>1,996,283</b>	<b>2,118,718</b>	<b>2,110,559</b>	<b>(8,159)</b>	

PUBLIC WORKS ADMINISTRATION (A-5010)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	121,668	121,668	121,668	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	475	840	840	0	
<b>TOTALS \$</b>	<b>122,143</b>	<b>122,508</b>	<b>122,508</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides for the general direction, coordination and supervision of the various activities of the Department of Public Works. It is administered by the Superintendent of Public Works.

A total of seventeen (17) full-time and five (5) summer employees and three (3) seasonal workers are assigned to the Public Works function and are reflected (as assigned) to the various sections of this budget.

Besides wages, personal services include contractual longevity payments.

Contractual expenses include training sessions and supplies.

STREET MAINTENANCE (A-5110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	305,810	342,865	342,865	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	15,000	15,000	
4 CONTRACTUAL EXPENSES	40,955	52,204	47,060	(5,144)	
<b>TOTALS \$</b>	<b>346,765</b>	<b>395,069</b>	<b>404,925</b>	<b>9,856</b>	

PROGRAM DESCRIPTION

This program provides for all street maintenance activities (other than snow removal) on the Village's 35 miles of streets. Primary activities include street patching, cleaning, catch basin cleaning and repair, emergency tree removal and special maintenance tasks, as required. Contractual expenses include patching materials, truck repairs and supplies.

CENTRAL GARAGE (A-5132)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	139,696	147,691	147,691	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	8,400	8,400	
4 CONTRACTUAL EXPENSES	93,733	121,773	124,250	2,477	
<b>TOTALS \$</b>	<b>233,429</b>	<b>269,464</b>	<b>280,341</b>	<b>10,877</b>	

PROGRAM DESCRIPTION

This program is responsible for the preventative maintenance of all Village departments and school district vehicles.

Personal service represents the Village Mechanic and a Mechanic's Helper.

The contractual expense represents testing costs under the CDL program, the vehicle maintenance program, central gasoline purchases and fuel for heating the facility.

We continue to make improvements to the highway yard. Repairs to the employee locker room, improved ventilation, interior painting and fencing of the dumpster area are ongoing projects.

SNOW REMOVAL (A-5142)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	47,210	25,000	25,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	119,256	63,589	63,000	(589)	
<b>TOTALS \$</b>	<b>166,466</b>	<b>88,589</b>	<b>88,000</b>	<b>(589)</b>	

PROGRAM DESCRIPTION

This program provides for all snow removal activities. All streets within the Village receive service on a priority basis, with the most heavily traveled streets and hills receiving first attention.

Primary activities are plowing, sanding, salting, hauling snow, and major clearance as needed.

The contractual expenses budget includes 1,300 tons of salt (\$50,000), equipment repairs (\$8,500) and equipment rental for snow removal, when necessary (\$4,500).

Employees are assigned to this program on a seasonal basis and the personal service line represents overtime only. These same employees are responsible for trash and recycling services during the normal work week and perform winter storm-related work as needed.

STREET LIGHTING (A-5182)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	34,500	26,980	26,980	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	3,000	3,000	0	
4 CONTRACTUAL EXPENSES	131,235	115,476	114,900	(576)	
<b>TOTALS \$</b>	<b>165,735</b>	<b>145,456</b>	<b>144,880</b>	<b>(576)</b>	

PROGRAM DESCRIPTION

This program is responsible for the operation and maintenance of all Village street lights accomplished through contract with New York Power Authority for power and Village forces for maintenance activities. Contractual expenses include cost of electricity, maintenance of vehicles and street lighting fixtures. The equivalent of .5 employee is assigned to this function. Our ongoing replacement of street lights with energy efficient fixtures will result in reduced power costs over the long term.

SANITARY SEWER SYSTEM ( A-8120)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	4,188	5,000	5,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	15,896	10,404	10,350	(54)	
<b>TOTALS \$</b>	<b>20,084</b>	<b>15,404</b>	<b>15,350</b>	<b>(54)</b>	

PROGRAM DESCRIPTION

This program is responsible for maintenance and repairs to the Village's sanitary sewer system.

Activities include cleaning and repair of sewer mains as required and unclogging sewer laterals on an emergency basis. The Village responds to sewer line backups in the public right of way.

Contractual expenses represent materials and supplies for repairs, as necessary.

Employees are assigned to perform this service as needed.

STORM SEWERS ( A-8140)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER 'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	21,868	10,000	10,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	27,047	20,200	20,200	0	
<b>TOTALS \$</b>	<b>48,915</b>	<b>30,200</b>	<b>30,200</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program is responsible for maintaining the Village's storm sewer system. Activities include cleaning storm sewers on a periodical basis and maintenance activities as necessary.

Contractual expenses include maintenance supplies and annual rental of a vacuum truck.

Our workers are developing the necessary skills to build catch basin, pave roadways and perform construction work. The Skilled Laborer position has had a positive influence on expanding the level of service provided as part of the street maintenance department.

REFUSE REMOVAL (A-1860)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	567,252	658,969	658,969	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	138,640	195,378	178,490	(16,888)	
<b>TOTALS \$</b>	<b>705,892</b>	<b>854,347</b>	<b>837,459</b>	<b>(16,888)</b>	

PROGRAM DESCRIPTION

This program is responsible for the collection and disposal of refuse pick-up in the Village on a once a week basis, weekly recycling pick-up, weekly bulk pick-up year round, a Saturday truck for bulk and garbage parked at the DPW garage and the Village's yard waste collection program.

It is expected that the Village will collect approximately 3,878 tons of refuse and dispose of approximately 1,510 tons of recyclable materials in 2009-2010. Additionally the Village collects 4,450 cubic yards of yard waste. These numbers have remained steady over the past several years.

Major contractual expenses include garbage/bulk disposal fees (\$25.00 per ton), equipment operation and maintenance, and supplies. Nine (9) full-time employees are assigned to this function.

The Village continues to be the leading recycling community in Westchester since 1994. The Village currently recycles a high percentage of its waste, saving taxpayers the tipping fee.

STREET CLEANING (A-8170)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	65,188	71,296	71,296	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	12,903	5,278	5,000	(278)	
<b>TOTALS \$</b>	<b>78,091</b>	<b>76,574</b>	<b>76,296</b>	<b>(278)</b>	

PROGRAM DESCRIPTION

This program is responsible for cleaning activities on the Village's 35 miles of streets and public parking lots. All Village streets and parking lots are on a scheduled cleaning program.

Contractual expenses represents equipment maintenance and purchase of leaf bags.

One (1) full-time employee is assigned to this function.

SHADE TREES (A-8560)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	108,763	121,107	110,600	(10,507)	
<b>TOTALS \$</b>	<b>108,763</b>	<b>121,107</b>	<b>110,600</b>	<b>(10,507)</b>	

PROGRAM DESCRIPTION

This program is responsible for general maintenance, removal and replacement of shade trees along Village streets and in parks. This program also provides brush clean-up.

Contractual expenses provide for the maintenance of public property by contract, planting of trees by outside contract, tree trimming and supplies.

COMMUNITY SERVICES

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE ( DECREASE )</u>	<u>ADOPTED</u>
A4020 REGISTRAR	42	50	50	0	
A6610 SENIOR OUTREACH	16,645	18,459	18,459	0	
A4210 YOUTH SERVICES PROGRAM	218,658	209,854	208,754	(1,100)	
A6326 YOUTH EMPLOYMENT	17,115	17,800	17,800	0	
A7510 HISTORIAN	0	250	250	0	
A7550 CELEBRATIONS	7,754	13,272	10,000	(3,272)	
A8010 ZONING	9,567	10,300	9,000	(1,300)	
A8020 PLANNING	120,556	65,000	35,000	(30,000)	
<b>TOTAL \$</b>	<b>390,337</b>	<b>334,985</b>	<b>299,313</b>	<b>(35,672)</b>	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	240,693	150,763	150,763	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	7,780	0	0	0	
4 CONTRACTUAL EXPENSE	141,864	184,222	148,550	(35,672)	
<b>TOTAL \$</b>	<b>390,337</b>	<b>334,985</b>	<b>299,313</b>	<b>(35,672)</b>	

REGISTRAR (A-4020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	42	50	50	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	0	0	0	
<b>TOTALS \$</b>	<b>42</b>	<b>50</b>	<b>50</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides for the registration for birth and death certificates as required by State law.

SENIOR OUTREACH (A6610)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER 'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	16,645	18,359	18,359	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	100	100	0	
<b>TOTALS \$</b>	<b>16,645</b>	<b>18,459</b>	<b>18,459</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program, initiated in 1991-92, is staffed by a part-time Senior Outreach Worker and provides counseling and assistance to senior citizens on issues relating to housing, landlord/tenant relations, transportation, health and taxes. New to the program in 2006 was Village participation in the Senior Citizens Rent Increase Exemption Program and the Disability Rent Increase Exemption Program. Both of these programs are intended to assist persons meeting age, income, and disability criteria.

The Senior Outreach Worker continues in an effort to seek out programs to benefit and address quality of life issues for the Village's senior population.

The Board-appointed Senior Citizen's Advisory Committee has resulted in program development for our aging population and an increase awareness of problems encountered by our Senior Citizens.

YOUTH SERVICES PROGRAM (A4210)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER 'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	144,891	132,354	132,354	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	7,780	0	0	0	
4 CONTRACTUAL EXPENSES	65,987	77,500	76,400	(1,100)	
<b>TOTALS \$</b>	<b>218,658</b>	<b>209,854</b>	<b>208,754</b>	<b>(1,100)</b>	

PROGRAM DESCRIPTION

This program, under the general direction of the Youth Council, develops and coordinates youth activities within the Village in cooperation with community organizations, the School District and the Recreation Department.

Program expenditures include the Youth Advocate program and other youth related activities.

The program is staffed by a Director, Youth Advocate and other seasonal or part-time staff as necessary.

Approximately 70% of the program is funded by New York State grants; the balance is paid for by the Village through the operating budget.

YOUTH EMPLOYMENT SERVICE (A-6326)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	17,115	17,800	17,800	0	
<b>TOTALS \$</b>	<b>17,115</b>	<b>17,800</b>	<b>17,800</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides job referral services for the youth in the community and is under the general direction of the Director of the Youth Services Program. The program includes a part-time counselor working at the High School during the school year to match interested students with employment opportunities.

HISTORIAN (A-7510)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	250	250	0	
<b>TOTALS \$</b>	<b>0</b>	<b>250</b>	<b>250</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides information services regarding the history of Hastings-on-Hudson.

CELEBRATIONS (A-7550)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	7,754	13,272	10,000	(3,272)	
<b>TOTALS \$</b>	<b>7,754</b>	<b>13,272</b>	<b>10,000</b>	<b>(3,272)</b>	

PROGRAM DESCRIPTION

This program covers expenses associated with special activities and celebrations.

A series of activities are being planned to occur throughout 2010-2011.

ZONING (A-8010)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	9,567	10,300	9,000	(1,300)	
<b>TOTALS \$</b>	<b>9,567</b>	<b>10,300</b>	<b>9,000</b>	<b>(1,300)</b>	

PROGRAM DESCRIPTION

This program represents expenses associated with the Zoning Board of Appeals.

Contractual expenses cover advertising, the cost for printing and outside stenographic services for public hearings.

Recently-enacted State Law, requires four hours of mandatory training

for the appointed members on the zoning board. Funds are included to cover training expenses.

PLANNING (A-8020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	79,115	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	41,441	65,000	35,000	(30,000)	
<b>TOTALS \$</b>	<b>120,556</b>	<b>65,000</b>	<b>35,000</b>	<b>(30,000)</b>	

PROGRAM DESCRIPTION

This program represents expenses associated with the Planning Board.

Activities concern the many land use applications presently before the Planning Board for consideration.

As is the case with the Zoning Board, the Planning Board is now required to pursue continuing education in land use principles. State law requires the Planning Board members to participate in at least four hours of training to improve upon their skills and knowledge of land use law.

PARKS AND RECREATION

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A7020 REC. ADMINISTRATION	304,101	308,842	311,342	2,500	
A7110 PARKS	79,058	94,896	97,396	2,500	
A7140 PARKS & PLAYGROUNDS	57,922	69,290	74,400	5,110	
A7145 COMMUNITY CENTER	133,638	106,783	109,300	2,517	
A7310 AFTER SCHOOL PROG	18,775	18,107	18,100	(7)	
A7311 DAY CAMP	149,222	117,021	127,000	9,979	
A7320 ATHLETICS	52,802	60,415	64,500	4,085	
<b>TOTAL \$</b>	<b>795,518</b>	<b>775,354</b>	<b>802,038</b>	<b>26,684</b>	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	537,009	524,015	533,789	9,774	
2 EQUIPMENT	5,669	14,000	16,000	2,000	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSE	252,840	237,339	252,249	14,910	
<b>TOTAL \$</b>	<b>795,518</b>	<b>775,354</b>	<b>802,038</b>	<b>26,684</b>	

RECREATION ADMINISTRATION (A-7020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	272,688	268,126	268,126	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	31,413	40,716	43,216	2,500	
<b>TOTALS \$</b>	<b>304,101</b>	<b>308,842</b>	<b>311,342</b>	<b>2,500</b>	

PROGRAM DESCRIPTION

Personal Services represent the Superintendent of Parks and Recreation, one (1) Recreation Supervisor, one (1) Recreation Assistant, and a part-time Administrative Assistant.

Field work is performed by a working foreman and a seasonal laborer.

Part-time secretarial expenses for pool/day camp permits are also included.

Contractual expenses represent operation and maintenance of parks buildings, mini-bus program expenses, office supplies, rental of copy equipment, special programs, postage, brochures, and program development.

PARKS (A-7110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	38,422	40,163	40,163	0	
2 EQUIPMENT	0	3,000	3,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	40,636	51,733	54,233	2,500	
<b>TOTALS \$</b>	<b>79,058</b>	<b>94,896</b>	<b>97,396</b>	<b>2,500</b>	

PROGRAM DESCRIPTION

This program under the direction of the Superintendent of Parks and Recreation provides for maintenance and improvements to the Village's 175 acre parks system. Maintenance activities are performed by Parks and Recreation and Public Works Department personnel.

Contractual expense include maintenance supplies, fertilization, aeration of parks and tree removal.

PLAYGROUNDS AND PARKS (A-7140)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	37,395	45,890	46,000	110	
2 EQUIPMENT	0	2,000	3,000	1,000	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	20,527	21,400	25,400	4,000	
<b>TOTALS \$</b>	<b>57,922</b>	<b>69,290</b>	<b>74,400</b>	<b>5,110</b>	

PROGRAM DESCRIPTION

This program provides for the overall direction of all Parks and Playgrounds programs. It is staffed by seasonal employees for playground supervision, ice-skating, tennis, summer pre-school, and several sports camps.

Contractual expenses are for recreation supplies and portable toilets for Uniontown, Reynolds and Waterfront parks.

JAMES V HARMON COMMUNITY CENTER (A-7145)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	17,000	10,000	12,000	2,000	
2 EQUIPMENT	3,268	5,000	5,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	113,370	91,783	92,300	517	
<b>TOTALS \$</b>	<b>133,638</b>	<b>106,783</b>	<b>109,300</b>	<b>2,517</b>	

PROGRAM DESCRIPTION

This program relates to all activities and events at the James V. Harmon Community Center.

Personal services represent part-time supervision for afternoon and evening teen activities on a year-round basis.

Contractual expenses represent building maintenance, energy costs, senior citizen programs, teen dances and community events.

AFTER SCHOOL PROGRAMS ( A-7310)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	16,800	16,000	16,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,975	2,107	2,100	(7)	
<b>TOTALS \$</b>	<b>18,775</b>	<b>18,107</b>	<b>18,100</b>	<b>(7)</b>	

PROGRAM DESCRIPTION

This self-sustaining program offers after school activities in the fall and spring for eight (8) week seasons.

Personal service costs represent instructors and a supervisor.

Contractual expenses are for program supplies.

DAY CAMP ( A-7311)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	119,983	100,021	105,000	4,979	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	29,239	17,000	22,000	5,000	
<b>TOTALS \$</b>	<b>149,222</b>	<b>117,021</b>	<b>127,000</b>	<b>9,979</b>	

PROGRAM DESCRIPTION

This program is responsible for providing a variety of group activities for six (6) weeks during the summer. It is staffed by a Recreation Assistant (Director), Assistant Director, Nurse, two (2) Head Counselors, one (1) Office Assistant, four (4) specialists, forty (40) counselors, and maintenance personnel. The increase represents increased personnel costs for staff. Contractual expenses include supplies, programs, special events and trips.

ATHLETICS (A-7320)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	34,721	43,815	46,500	2,685	
2 EQUIPMENT	2,401	4,000	5,000	1,000	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	15,680	12,600	13,000	400	
<b>TOTALS \$</b>	<b>52,802</b>	<b>60,415</b>	<b>64,500</b>	<b>4,085</b>	

PROGRAM DESCRIPTION

This activity covers all athletic programs sponsored by the department including the Turkey Trot, open gyms, youth basketball, T-ball, floor hockey, men's and women's softball, over-40 men's softball, Punt-Pass-Kick, soccer and fall track, spring, summer and fall baseball, golf lessons for adults and youth, and vacation sports camps.

Equipment purchases are for the youth football program for grades 1 - 6.

Contractual expenses represent athletic supplies.

EMPLOYEE BENEFITS (A-9000)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
9.08 FIRE SERVICE AWARDS	110,798	110,000	125,000	15,000	
10.8 POLICE RETIREMENT	343,517	319,783	390,121	70,338	
15.8 STATE RETIREMENT	187,950	195,799	364,732	168,933	
30.8 SOCIAL SECURITY	377,817	400,000	475,000	75,000	
40.8 WORKERS COMP.	268,784	250,000	250,000	0	
50.8 UNEMPLOYMENT INS	284	5,000	10,000	5,000	
60.8 HEALTH INSURANCE	1,240,705	1,238,000	1,275,000	37,000	
<b>TOTAL \$</b>	<b>2,529,855</b>	<b>2,518,582</b>	<b>2,889,853</b>	<b>371,271</b>	

PROGRAM DESCRIPTION

This program covers direct employee benefit expenses attributable to the General Fund. Program costs reflect notifications from New York State of retirement and workers' compensation rates for 2010-11, and anticipated rates for health insurance and social security.

Overall, the cost of providing health care has risen faster than the cost of living. Much has been written about the problem, but little has been accomplished to effectively stem the cost. Employee awareness and cost sharing will help. However, unless systemic changes are made, these costs will continue to rise. For next fiscal year, we have anticipated a slight rate increase for the cost of medical and dental insurance.

INTERFUND TRANSFERS (A-9550)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A9512.0 TRANSFER TO LIBRARY FUND	756,700	766,180	768,553	2,373	
A9550.9 TRANSFER TO CAPITAL FUND	75,000	75,000	40,000	(35,000)	
A9551.0 TRANSFER TO DEBT SERVICE FUND	0	0	0	0	
<b>TOTAL \$</b>	<b>831,700</b>	<b>841,180</b>	<b>808,553</b>	<b>(32,627)</b>	

PROGRAM DESCRIPTION

This program represents the transfer of funds from the General Fund to other designated funds.

The transfer to the Library Fund of \$768,553 will provide funding to maintain quality service and includes the repayment of debt applicable to the Library addition. (See Library Budget).

The library is now open to the public on Fridays year-round.

DEBT SERVICE (A-9700)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A9710.6 SERIAL BOND PRIN	667,396	628,846	653,846	25,000	
A9710.7 SERIAL BOND INT	410,345	385,357	359,608	(25,749)	
A9720.6 STATUARY BOND PRINCIPAL	0	0	0	0	
A9720.7 INTEREST ON STATUARY BOND	0	0	0	0	
A9730.6 BANS	0	55,083	95,083	40,000	
A9730.7 INTEREST ON BANS	26,850	47,555	39,754	(7,801)	
A97406 CAPITAL NOTES PRIN	0	0	0	0	
A97407 CAPITAL NOTES INTEREST	0	0	0	0	
<b>TOTAL \$</b>	<b>1,104,591</b>	<b>1,116,841</b>	<b>1,148,291</b>	<b>31,450</b>	

PROGRAM DESCRIPTION

This program provides for the payment of debt from the General Fund and is within the guidelines of the Village financial policies. The Villages's debt payment is very close to the self-imposed debt level limitation. We will need to closely monitor debt, especially because the Village's capital needs to continue to grow,

SECTION D

CHEMKA POOL

The Pool Fund is presented as a self-sustaining fund for operational purposes.

SWIMMING POOL (C7110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	139,771	146,801	148,801	2,000	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	53,082	49,985	51,550	1,565	
C93700 DEBT SERVICE	127,447	130,014	133,326	3,312	
C9000 EMPLOYEE BENEFITS	11,600	11,600	11,600	0	
<b>TOTALS \$</b>	<b>331,900</b>	<b>338,400</b>	<b>345,277</b>	<b>6,877</b>	

PROGRAM DESCRIPTION

This program is responsible for the operation of the Village's swimming pool under the direction of the Superintendent of Parks and Recreation and the Recreation Supervisor/Pool Director, assisted by part-time employees as required.

Personal costs represent seasonal employees: two (2) Assistant Directors, Forty (40) lifeguards, Six (6) cashiers, and maintenance personnel.

Contractual expenses include pool supplies, chemicals, and maintenance activities.

SWIMMING POOL (C7110) C9000 EMPLOYEE BENEFITS

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
SOCIAL SECURITY	9,100	9,100	9,100	0	
NYS RETIREMENT	0	0	0	0	
WORKERS' COMPENSATION	2,500	2,500	2,500	0	
HEALTH INSURANCE	0	0	0	0	
<b>TOTALS \$</b>	<b>11,600</b>	<b>11,600</b>	<b>11,600</b>	<b>0</b>	

DEBT SERVICE

SERIAL PRINCIPAL	61,598	63,281	66,713	3,432	
SERIAL INTEREST	65,849	66,732	66,613	(119)	
<b>TOTALS \$</b>	<b>127,447</b>	<b>130,013</b>	<b>133,326</b>	<b>3,313</b>	

SWIMMING POOL REVENUES

<u>CLASSIFICATION</u>	<u>RECEIVED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
C1031 AQUATIC PROGRAMS	39,945	18,000	42,000	24,000	
C2025 POOL MEMBER FEES	256,925	267,200	254,277	(12,923)	
C2026 GUEST FEES	28,527	27,000	27,000	0	
C2030 CAMP CHARGES	20,000	20,000	20,000	0	
C2401 INTEREST EARNINGS	1,274	2,000	2,000	0	
<b>TOTALS \$</b>	<b>346,671</b>	<b>334,200</b>	<b>345,277</b>	<b>11,077</b>	

LIBRARY FUND

The Library Fund is included in this budget for informational purposes.

The expenditures of this Fund are determined by the amount budgeted in the General Fund and independently generated revenue. The expenditure of these monies is under the direction of the Library Board of Trustees.

LIBRARY FUND SUMMARY

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
L7410 LIBRARY	577,939	592,982	591,532	(1,450)	
L9000 BENEFITS	109,321	107,700	111,500	3,800	
L9710 DEBT SERVICE	84,840	86,548	84,771	(1,777)	
L1900 CONTINGENCY	0	1,000	1,000	0	
<b>TOTALS \$</b>	<b>772,100</b>	<b>788,230</b>	<b>788,803</b>	<b>573</b>	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	410,381	392,032	392,032	0	
2 EQUIPMENT	0	0	1,000	1,000	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	361,719	396,198	395,771	(427)	
<b>TOTALS \$</b>	<b>772,100</b>	<b>788,230</b>	<b>788,803</b>	<b>573</b>	

REVENUES

<u>CLASSIFICATION</u>	<u>RECEIVED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
APPROPRIATED SURPLUS	0	0	0	0	
L2082 FINE & FEES	17,735	18,000	18,250	250	
L2082 XEROX	0	0	0	0	
L2401 INTEREST	5	0	0	0	
L2810 TRANSFERS FROM GENERAL FUND	756,700	766,180	768,553	2,373	
L3000 STATE AID	2,187	2,200	2,000	(200)	
<b>TOTALS \$</b>	<b>776,627</b>	<b>786,380</b>	<b>788,803</b>	<b>2,423</b>	

LIBRARY (L7410)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	410,381	392,032	392,032	0	
2 EQUIPMENT	0	0	1,000	1,000	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	167,558	200,950	198,500	(2,450)	
<b>TOTALS \$</b>	<b>577,939</b>	<b>592,982</b>	<b>591,532</b>	<b>(1,450)</b>	
EMPLOYEE BENEFITS	109,321	107,700	111,500	3,800	
DEBT SERVICE	84,840	86,548	84,771	(1,777)	
CONTINGENCY	0	1,000	1,000	0	
<b>TOTAL BUDGET</b>	<b>772,100</b>	<b>788,230</b>	<b>788,803</b>	<b>573</b>	

PROGRAM DESCRIPTION

This program is under the direction of the Library Board appointed by the Village Trustees.

Library staff include one (1) Librarian/Director, three and one quarter (3.25) librarians, one (1) full time clerk and eighteen (18) part time clerks, pages and custodial help.

Contractual expenses include utilities and building maintenance.

Debt Service is budgeted at \$84,771 for payment of a serial bond for the

Library Addition/Renovation Project of 2001-2002.

LIBRARY BENEFITS (L9000)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER'S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
L9010.8 NYS RETIREMENT	20,500	15,000	17,500	2,500	
L9030.8 SOCIAL SECURITY	31,058	30,700	31,000	300	
L9040.8 WORKERS' COMP.	4,000	4,000	4,000	0	
L9045.8 HEALTH INSURANCE	53,763	58,000	59,000	1,000	
L9050.8 UNEMPLOYMENT INS.	0	0	0	0	
L1990.4 CONTINGENCY	0	1,000	1,000	0	
<b>TOTALS \$</b>	<b>109,321</b>	<b>108,700</b>	<b>112,500</b>	<b>3,800</b>	

PROGRAM DESCRIPTION

This program covers employee benefit costs applicable to Library operations and a contingent account for unforeseen expenses.

LIBRARY DEBT SERVICE (L9710)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
L9710.6 SERIAL BOND PRINCIPAL	41,005	44,422	44,422	0	
L9710.7 SERIAL BOND INTEREST	43,835	42,126	40,349	(1,777)	
<b>TOTALS \$</b>	<b>84,840</b>	<b>86,548</b>	<b>84,771</b>	<b>(1,777)</b>	

PROGRAM DESCRIPTION

Debt Service for the \$1.5 million Library Addition/Renovation project.

SECTION F

DRAPER PARK

DRAPER PARK (D7110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	24,549	31,000	31,000	0	
<b>TOTALS \$</b>	<b>24,549</b>	<b>31,000</b>	<b>31,000</b>	<b>0</b>	

REVENUES

<u>CLASSIFICATION</u>	<u>RECEIVED 2008-09</u>	<u>BUDGET 2009-10</u>	<u>MANAGER ' S RECOMMENDED 2010-11</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
INTEREST EARNINGS	11,087	8,000	8,000	0	
GROUND RENT	13,464	8,500	15,000	6,500	
RENTAL REAL PROPERTY	1,801	1,800	1,800	0	
FEES	0	200	200	0	
APPROPRIATED SURPLUS	0	12,500	6,000	(6,500)	
<b>TOTALS \$</b>	<b>26,352</b>	<b>31,000</b>	<b>31,000</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides for the operation and maintenance of the 9.9 acre Draper Park, acquired in 1989.

Expenses represent grounds maintenance, insurance, taxes and supplies. Periodically an outside architect is hired to review the exterior of the properties owned by the Village, but leased to owner at the park.